



ANNUAL LOCAL PLAN

PROGRAM YEAR 2011

(July 1, 2011 – June 30, 2012)



EXECUTIVE SUMMARY

Background

The Economic Growth Region 9 (Region 9), located in the southeast corner of the state is comprised of 10 counties: Bartholomew, Dearborn, Decatur, Franklin, Jackson, Jefferson, Jennings, Ohio, Ripley, and Switzerland. **As of April 2010, 324,556 people resided in Region 9, representing a 6 percent increase in population over the past decade.** As of January 2011, 157,497 are participating in the Region 9 labor force. At the height of the recent recession (2008 – 2010), Region 9's unemployment rate was 11.3 percent. (Feb 2010). While the recession may be over, Region 9 lost 3 percent of its labor force. An approximate 5,000 laborers dropped out of the employment market between January 2008 and January 2011.

Region 9's Workforce Development Strategy

For Program Year 2011, The Region 9 Workforce Board (RWB9) has decided to invest its publicly funded resources in training programs that serve the **manufacturing, hospitality and tourism, health care, logistics and construction sectors**. Moreover, the board will concentrate its training resources in **Middle-Skills Jobs**. A middle skill job require just one (1) to two (2) year post-secondary education or occupational credential yet can lead to a job that pays a family supporting wage.¹

Manufacturing represents the largest employment source for southeast Indiana, as it is the heart of Region 9's economy. Southeast manufacturing firms currently employ over 30,000 or 1 out of every 4 workers residing in Region 9. Further jobs classified in the **production occupations make up 16 percent of the region's labor force - significantly higher than the national average of only 9%.** While it is projected that the manufacturing sector in Region 9 will shrink by 2.8 percent, due to the manufacturer's aging workforce, southeast Indiana manufactures are projected to offer as many as **5,048 manufacturing jobs through 2018 – the highest number of jobs openings available in the region during this coming decade.**

There are other important sectors that drive Region 9's economy. For instance, the **Health Care sector** employment opportunities are anticipated to **grow by 51.5 percent** over the next decade (2018) – **the largest projected increase in job creation in a given sector in the region.**

A popular economic development strategy pursued by many southeast Indiana communities has been the development of casinos and other entertainment facilities. Occupational sectors that serve the Tourism Business - Personal Service and Food Preparation/Servicing – are expected to grow; the **long term** projection shows an additional **1,250 new jobs created** to serve in the tourism industry.

Occupations in the **construction trades currently constitute almost 4 percent of Region 9's economy. It is projected however, to increase to 4.5 percent by 2018.** And the **Transportation and Material Moving Occupations accounts for approximately 9 percent of Region 9's labor force** and it is projected that this sector will experience a 3% increase in job creation by 2018.

¹ The Region 9 Workforce Board has defined a self sufficient wage as 200% of the poverty level for varying family size.

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A major challenge facing Region 9's economy is the educational level and hence, quality, of its workforce. The majority of the new jobs are requiring some post-secondary education yet 76 percent of the Region's adult work force (25 years and older) have only a high school degree or less. Further, 15 percent of the working population has adult basic education needs. National workforce development professionals are advocating that public monies be invested in a variety of short-term occupational training methods that emphasize contextualized, industry specific learning that results in a nationally recognized credential. **Working with employers and occupational trainers to identify or develop occupational training programs that will ensure Region 9 workers possess the skills required to succeed in the 21st Century Economy is the top priority of the Region 9 Workforce Board.**

Region 9's Workforce Development Implementation Plan

The Region 9 Workforce Board projects that it will have \$2,702,767 to invest in the Southeast Indiana WorkOne System during PY 2011.

Using the six WorkOne Centers located across Southeast Indiana in community based facilities, the Southeast Indiana WorkOne system will serve an estimated 43,000 adult and dislocated workers in need of workforce development services. Of those receiving services, approximately 113 clients will receive occupational training. Another 270 Youth will be served through the programs such as school based program, JAG, and Summer Work Experience.

The Region 9 Workforce Board will collect the following performance measures over the next program year:

- % of WIA clients who received training (ITA, OJT) AND obtained employment
- % of WIA clients trained who obtained jobs in the field in which they were trained.
- % of those in training who will receive a credential (AAS, Tech Cert, GED, Etc.)
- % of training money invested in particular county

The Region 9 Workforce Board wants to understand how investing its workforce development resources in occupational training, impacts a WIA client's chances of obtaining a job in that relevant field that will lead to a successful career pathway. Further the board wants to track the impact the WorkOne services have on addressing and closing the education gap of Region 9's workforce.

LABOR MARKET ANALYSIS

PRIMARY BUSINESS SECTORS IN REGION 9²

Manufacturing Reigns Supreme

Approximately 30,553 Southeast Indiana workers were employed by 480 manufacturing business establishments during the first quarter of 2010. Almost 45 percent of these workers were employed by international companies including Aisin USA Mfg, Batesville Casket, Cosco Home and Office Product, Delta Faucet, Gecom Corporation, Grote Industries, Hill-Rom, Arvin Sango, Aurora Casket, Cummins Engine and Toyota, to name just a few of the more recognizable firms.

The Business of Health Care

As the nation faces an aging population in need of additional health care services, so goes the state and the region. Region 9 has over 630 health care and health support firms operating in Southeast Indiana and 68 percent of the firms employ 9 people or less. Of the 10,675 Region 9 workers employed in this sector during the 1st quarter of 2010, 42 percent of them found employment with just 24 health care and health support companies. Major employers of health care services in the region that employ 1,000 people or more include Columbus Regional Hospital and King's Daughter's Hospital.

The Tourism Business

A popular economic development strategy pursued by many Southeast Indiana communities has been the development of casinos and other entertainment facilities. Hence, a second significant employer in Region 9 is the hospitality and tourism industry. Workers employed by these establishments are part of the accommodations, food services and personal service sectors. The very large employers in the tourism sector include Belterra Casino Resort and Spa, Grand Victoria Casino and Hollywood Casino and Resort. As of first quarter 2010, they employed 8,400 workers.

Other Significant Industry Sectors in Region 9

The retail business sector included 1080 firms operating in Region 9 during the first quarter of 2010 and employed nearly 13,000 workers. Wal-Mart is a primary employer in this sector. Almost 5,400 workers in Region 9 were employed by 313 the logistics (transportation and warehousing) sector employers. Two hundred seventy eight (278) administrative and support firms employed over 4,600 people. Another 3,800 Region 9 workers were employed by 795 construction firms during the first three months of 2010.

REGION 9's (Current and Projected) EMPLOYMENT OPPORTUNITIES

A variety of methods were used to collect reliable estimates of the employment opportunities that may become available in the region over the next couple of year. Information resources used to identify potential new jobs included labor market information updates, press releases, canvassing local employers, ICC Job Postings, and meetings with Region 9 Local Economic Development Officials.

Employment Projections for businesses operating in the ten counties that comprise Region 9 are broken down by the following sectors. The time estimate for when these jobs will come available is over the next couple of years. Missing sectors should not signal that there will be no employment

² All data in this section comes from the Quarterly Census of Employment & Wages, 1st Quarter 2010 as provided by the IN Department of Workforce Development, Research and Analysis Department.

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opportunities; rather, there just was no information regarding employment outlooks for the absent sectors.

Manufacturing: Team Assemblers/Production Associates	= 3,948
Health Care	= 863
Industrial/Mechanical	= 161
Education	= 187
Gaming Supervisors	= 100
Finance	= 142
Sales	= 143

REGION 9 HIGH-DEMAND, HIGH WAGE OCCUPATIONS

Middle-Skill Jobs in the **manufacturing, hospitality and tourism, health care, logistics and construction sectors** are the high-demand, high wage occupational opportunities in Region 9. A middle-skill job requires just one (1) to two (2) year post-secondary education or occupational credential yet can lead to a job that pays a family supporting wage.³ In 2009, fifty-five (55%) percent of all of Indiana's jobs consisted of middle-skill jobs and it is projected that these types of jobs will increase by fifty (50%) percent over the next five years.⁴ While not all of the projected openings in these sectors pay a self sufficient wage, these sectors' entry level jobs represent the beginning of a career pathway that should lead to a self sufficient paying middle-skill job. Hence the Region 9 Workforce Board has decided to invest its publicly funded resources in training programs that place a job seeker on a career pathway leading to a middle-skill job.

Example of Middle-Skill Job Opportunities and Training in Region 9

There are several occupations within the five chosen sectors that are projected to have many openings over the next several years which would be considered middle-skill jobs. For instance, in the healthcare sector, it is projected that there will be a need for 125 registered nurses in the next year and over 700 RN openings nursing positions through 2018. A registered nurse requires a two-year Associates Degree and pay as much as \$54,000 a year, a salary well above a self sufficient earning for a family of four. There are projected to be over 300 positions coming available in the next year in the construction trades business. Many of these jobs require on-the-job training and pay between \$35,000 and \$50,000. In the logistics sector, there will be a need for almost 300 truck drivers and the average pay is \$35,000.

In the manufacturing sector, it is projected that close to 350 team assembler openings will become available over the next year with a starting salary of \$30,000. While the entry level manufacturing job of team assembler does not pay a high wage, it is a position that represent the beginning point of a career pathway and can lead to positions that pay self sufficient wages for families.

Attachment A is the Region 9 Workforce Board's Training Services Investment Policy.

³ The Region 9 Workforce Board has defined a self sufficient wage as 200% of the poverty level for varying family size.

⁴ National Skills Coalition, *Indiana's Forgotten Middle-Skill Jobs*, p.8.

INDUSTRIES AND OCCUPATIONS PROJECTIONS in REGION 9 - SHORT TERM (2012) AND LONG TERM (2018) ⁵

Manufacturing Maintains the Lead

While Region 9 may lose as much as 2.8 percent of its manufacturing jobs over the next several years, production jobs will still be a dominate employment opportunity in Region 9. Such jobs will constitute 16 percent of the labor due to a retiring workforce. It is projected that there will still be a significant number of manufacturing employment opportunities. In fact, there could be as many as 1,306 manufacturing jobs coming available by 2012 and by 2018, there will be an estimated **5,048 manufacturing job openings** – the highest number of jobs openings available in the region during this coming decade. Most of these middle skills occupations consist of team assemblers, computer controlled machine tool operators, machine operators and welders, and the annual wages for these jobs range from \$26,000 to \$36,000.

Great Growth in the Health Care Sector

Health care occupations (Practitioners and Health Care support) are expected to create new jobs at a healthy rate over the short and long term projection periods. For the 2012 projection, this sector's occupation offering will grow by 7.7 percent, adding 360 new jobs to the region. The health care sector employment opportunities are anticipated to grow by 51.5 percent over the next decade (2018) – the largest projected increase in job creation in a given sector in the region. A total of 2,369 new jobs will be added to the Region 9 economy and an additional 1,759 jobs will become open due to replacement for a total of 4,128 job openings in the health care sectors by 2018. Some of the occupations that will be in great demand include registered nurses, licensed practical nurses, pharmacy technicians, medical assistants and dental assistants. All of these jobs require some post secondary education, not exceeding 2 years.

Tourism Business Remains Strong

Occupational positions that are available in the tourism business typically come from the personal service and food preparation/servicing sectors. Both of these sectors are projected to grow during the short (2012) and long term (2018) projection periods. During the short term period (2012), there will be over 400 new jobs created. The long term projection shows an additional 1,250 new jobs created to serve in the tourism industry. Typical jobs that will be needed include first-line supervision of food preparers and servers (typical pay is \$29,841 per year), first-line supervisor of personal service workers (pay is \$30,758), and a gaming supervisor, who earns \$50,593 on average. These jobs require on-the-job training or some post-secondary credentials.

Logistics Sector – On the Move

Transportation and material moving occupations will account for approximately 9 percent of Region 9's labor force and it is projected that there will be a 3% increase in creation of jobs in the logistic sector. Tractor trailer truck drivers will be in strong demand – nearly 1,000 job openings are projected by 2018; this occupation requires post secondary credentials and pays an average of \$35,244 annually. There will be over 1,000 job openings in the material movers' occupation. While these positions are considered entry level and have relatively low pay, the logistics industry it staring to promote post secondary training and training institutions, such as Ivy Tech Community College and Vincennes University are developing logistics degrees.

⁵ All data referenced in this section comes from Indiana Department of Workforce Development , Research and Analysis Department

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Building Up the Construction Trades

Occupations in the construction trades currently constitute almost 4 percent of Region 9's economy. It is projected however, to increase to 4.5 percent by 2018. In the short-term (2012), the construction occupational opportunities are expected to grow by 5.3 percent; such an increase represents the single largest percentage projection growth for Region 9. In the long term, construction employment opportunities are expected to grow by 13.3%. Jobs in this sector that show growth include carpenters, laborers and electricians. Electricians require post secondary credentialing.

TARGETED BUSINESS SECTOR

The manufacturing sector in the United States constitutes 9 percent of the country's labor force and produces 21 percent of all manufactured goods produced in the world. Average income for a manufacturing job is estimated to equal almost \$75,000 per year whereas the average annual earnings of non-manufacturing jobs amount to only \$63,500⁶.

Region 9 is uniquely blessed because manufacturing represents the largest employment source for Southeast Indiana. Southeast Indiana manufacturing firms currently employ over 30,000 or 1 out of every 4 workers residing in Region 9. Further jobs classified in the production occupations make up 16 percent of the region's labor force - significantly above the national average. The manufacturing sector is the heart of Region 9's economy.

Between 2008 and 2010 - the official period of the most recent recession - Region 9 lost nearly 12,000 jobs - 8 percent of its workforce. Over one-third of all jobs lost in Region 9 during this last recession were manufacturing jobs. The 4,000 manufacturing jobs lost, resulted in a 16 percent decrease in Region 9's manufacturing sector's workforce.

It is projected that there will be even further losses of manufacturing jobs over the next several years. Yet, despite these dramatic losses, the manufacturing sector will remain the strongest economic sector for Southeast Indiana. Manufacturing will continue to hold a 16 percent labor share over this coming decade and over 5,000 positions will become open for hire.

The challenge to keep this high value business sector in Region 9 will be the quality of its workforce. Today's manufacturing employers demand job candidates possess strong logical and analytical skills coupled with a mature work ethic. Indeed, manufacturing leaders are now proclaiming that in order to be successful in the manufacturing field, a production worker should possess at least some post-secondary training.

National workforce development professionals are advocating that public monies be invested in a variety of short-term occupational training methods that emphasize contextualized, industry specific learning that results in a nationally recognized credential. The trained worker secures a portable credential that is recognized and respected by all potential employers. Employers can trust that, if they hire the credential candidate, the new employee will be properly trained.

Working with manufacturing employers to ensure that workers are qualified for advanced manufacturing jobs is a top priority of the Region 9 Workforce Board.

⁶ National Association of Manufacturing (NAM) ; <http://www.nam.org/Resource-Center/Facts-About-Manufacturing/Landing.aspx>

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WORKER CHARACTERISTICS OF REGION 9

Demographics

The population of Region 9 experienced a 6 percent increase over the last decade (2000 -2010), slightly less than the state's population increase. Currently, 324,556 people reside in Region 9⁷, and as of January 2011, 157,497 are participating in the labor force⁸.

While over 95 percent of its residents are white, the minority community grew by 65 percent over the last decade and now represents almost 5 percent of the region. The Hispanic population in Region 9 grew by over 150 percent; there are now over 10,000 persons of Hispanic descent living in Southeast Indiana, primarily in Bartholomew County (47%).

Age distributions within the region are noteworthy.⁹ While children (between the ages of 0 and 18) constitute 29 percent of the region's population, growth in this age cohort remained flat over the last decade. The Generation X population, those between the ages of 25 and 49, grew by nearly 3 percent and continues to constitute the largest age cohort in the region equaling 37 percent of the population. The proportion of baby-boomers living in Region 9 (people between the ages of 50 and 69) decreased by 18 percent. They now constitute only 19.5 percent Region 9's population, down from 22.85%. These workers may have left the region after losing their jobs during the recession. Finally, senior citizen (70 years +) cohort dropped from 9.3 percent share of the population to just 8.45 percent.

Educational Attainment¹⁰

In 2009, it was estimated that there were 211,993 people 25 years and older and of that population, over 85 percent of them had a high school degree or greater. Over 24 percent of the population have attained an Associate degree or higher, however, of the nearly 90,000 high school graduates in Region 9 who attempted pursue some post-secondary education, 43 percent of them failed to earn a degree. There are almost 39,000 Region 9 adults who have a high school degree but who lack a post-secondary degree.¹¹ Another 31,371 adults in Region 9 (15 percent of the adult population) are lacking a high school diploma. In all, 76 percent Region 9's adult population may be lacking the necessary level of education to succeed in the 21st Century labor market.

High School Graduation Rates¹²

Below are the High School Drop-Out rates for each of the 10 counties in Region 9. Given the demand for workers with some post-secondary training, these high drop-out rates for recent high school aged students is concerning.

Current High School Drop Out Rate
10.4 % Bartholomew
5.5% Dearborn
2.2% Decatur

⁷ 2010 U.S. Census

⁸ IN DWD, Research and Analysis, LAUS

⁹ American Community Survey 2005 -2009

¹⁰ American Community Survey 2005-2009

¹¹ What is not known is how many of these people did attain a post-secondary credential, just not a degree. While Middle skills jobs do require some post-secondary training, often an academic degree is not necessary.

¹² Indiana Department of Education; Figured by largest school corporation in county

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5.3 % Franklin
4.5% Jackson
16.7 % Jefferson
10.9 % Jennings
10.3 % Ohio
10.5% Ripley
12.8 % Switzerland

Employed/Unemployed¹³

In January of 2008, there were 164,751 people participating in the Region 9 labor force and the unemployment rate was 5.3%. At the height of the recession, Region 9's unemployment rate was 11.3 percent. (Feb 2010). As of January 2011, the Region 9 labor force had shrunk to 157,497 and the unemployment rate was 9.8 percent. Over the last year, (April 1, 2010 – March 31, 2011), 20,706 Region 9 workers collected unemployment. Like the general population, 72 percent of the unemployment population this past year possessed only a high school degree or less. While the recession appears to be receding, Region 9 lost 3 percent of its labor force. An approximate 5,000 laborers dropped out of the employment market.

UNIQUE LABOR MARKET ATTRIBUTES of REGION 9

Again, the primary employer in Region 9 is the manufacturer, and today's manufacturing employers are demanding that even entry level employees have some post-secondary training in order to be proficient at their jobs.

Yet, 76 percent of the region's adult work force (25 years and older) have only a high school degree or less. In fact, 15 percent of the working population has adult basic education needs. The majority (72%) who has faced unemployment over this most recent year is undereducated for the new economy.

While the children and youth of the region make up nearly 30 percent of the population, there are not enough people in this age cohort to meet the labor demands over the next decade. Further, the decline of over 13,000 people between the ages of 50 and 69 over the past decade could suggest that some of the older workers who lacked advanced education gave up on employment and the Region.

This Economic Growth Region cannot rely upon the next generation of workers to meet the new labor demands; with the loss of some 5,000 workers from the labor pool during the last recession, the need to train today's current worker is paramount. Providing workforce training to the Gen X worker is not just essential for their economic well-being, but for the long term economic health of the region. If Region 9 does not have a trained workforce, the world-class manufacturers may need to find a labor force elsewhere and the economic future of Region 9 could be put at peril.

The workforce investment decisions the Region 9 Workforce Board makes over the next several years need to be focused on today's worker who will be still be working well into the future. The training must be relevant to the employers' needs, addressing the required skill sets that can ensure the competitiveness of the company is preserved. The stakes have never been higher.

¹³ IN, DWD Research and Analysis, LAUS

OPERATIONAL PLAN

WORKONE OFFICES

The Region 9 Workforce Board currently operates six WorkOne Centers in Southeast Indiana. The schedules for these offices are Monday – Friday between 8:00 am and 4:30 pm.

Columbus WorkOne - Full Service
4555 Central Avenue Suite 1300
Columbus, IN 47202
812-376-3351

Greensburg WorkOne - Express
1821 N. Broadway Street
Greensburg, IN 47240
812-663-8597

Lawrenceburg WorkOne - Full Service
110 Walnut Street
Lawrenceburg, IN 47025
812-537-1117

Madison WorkOne - Full Service
620 Green Road
Madison, IN 47250
812-265-3734

North Vernon WorkOne - Express
1200 W.O & M Avenue P.O. Box 963
North Vernon, IN 47265
812-346-6030

Seymour WorkOne - Express
323 Dupont Drive P.O. Box 1003
Seymour, IN 47274
812-522-9074

CUSTOMIZED PERFORMANCE MEASURES

In addition to the common performance measures that the U.S. Department of Labor requires all Workforce Investment Act systems to report, the Region 9 Workforce Board has requested the following additional performance measures be collected over the next program year:

- % of WIA clients who received training (ITA, OJT) AND obtained employment
- % of WIA clients trained who obtained jobs in the field in which they were trained.
- % of those in training who will receive a credential (AAS, Tech Cert, GED, Etc.)
- % of training money invested in particular county

The Region 9 Workforce Board wants to understand how investing its workforce development resources in occupational training impacts a WIA client's chances of obtaining a job in that relevant field and will lead to a successful career pathway. Further the board wants to track the impact the WorkOne services have on addressing and closing the education gap of Region 9's workforce.

How Performance Metrics will be Measure

During the next program year, the Board has requested the Regional Operator to work with the service provider on simply tracking the percentages listed above in order to establish a base year. Once data is collected, the Board will then study the information to create target goals for the program years to follow.

WIA ADULT AND DISLOCATED WORKERS SERVICES

In Program Year 2012, the Region 9 Workforce Board plans to serve 43,000 adult and dislocated workers in need of workforce development services. Of those receiving services, approximately 113 clients will receive occupational training.

Attachment B is the WIA Adult and Dislocated Workers Service Matrix.

Priority Policy for Adult Funds

The Region 9 Workforce Board recognizes the need to prioritize which WIA clients will receive training assistance. Therefore, WIA Adult clients who will receive first consideration for training are those who earn less than the two hundred (200%) percent of the Economically Disadvantaged Guidelines and who have at least one of the following characteristics:

- Is a veteran or an eligible spouse¹⁴ (no income limits apply to this client)
- Needs a GED or Occupational Skills training.

Due to the high demand for Adult WIA funds, the Region 9 Workforce Board has requested the transfer of WIA DW monies to WIA Adult. In 2008, \$225,000 WIA dislocated monies were transferred to WIA adult, and in 2010, \$200,000 was transferred from the DW to the Adult. In 2009, due to shortage of WIA funding in general, Region 9 secured additional WIA funding, amounting to \$633,000, half of which was for WIA Adult Purposes. The region has spent more than 90 percent of its Adult WIA funds by close of a program year for the past three years.

¹⁴ Refer to RWB-9's Priority of Service Policy and DWD Poli 2009-10, derived from 20 CFR part 1010 for definition of "covered person" for veteran priority of service.

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Priority Index used to ensure that Veterans and their Spouses, Low Income Persons and TANF Recipients will be served first

Region 9 had developed a Priority Index to determine which WIA clients display the greatest need. The following questions are asked of each WIA client to rank the need for financial assistance:

- Completion of Occupational training for WIA applicant is less than 1 year;
- Completion of training for WIA applicant is more than or up to two years;
- WIA applicant is a single parent with minor children at home;
- A member of the WIA Applicant family receives public assistance
- The household income below 200% poverty
- WIA applicant has not participated in post-secondary education at time of enrollment;
- High demand career path as identified by the Indiana Region 9 Workforce Board
- WIA applicant resides within Region 9.

WIA YOUTH SERVICES

Number of WIA Youth Service Staff Persons

The Region 9 Workforce Board has empowered the Regional Operator to contract with a Service Provider, River Valley Resources, to deliver all WIA Youth Services. There are three identified youth advisors and 1 JAG specialist in the region who will provide services to 150 WIA Youth.

Attachment C is The Youth Service Matrix.

Youth Outreach Activities and Programs

Jobs for America's Graduates Program - The Jobs for America's Graduates Program is a nationally recognized drop-out prevention program; Region 9 Workforce Board approved its first JAG program in Program Year 2010 which began in the spring semester of 2011 at Madison Consolidated High School. Seymour High School will be added in PY11.

Summer Employment Opportunities Program -- The Summer Employment Opportunity program is designed for youth in their junior or senior year of secondary school. This paid experience (minimum wage typically) typically lasts between 24-32 hours each week during the summer months and is coupled with a brief educational activity each week. The program is designed to:

- Learn about community services and explore their role in the community
- Build a working relationship with adults in the community as well as references for future job search
- Develop personal connection and sense of involvement in the community
- Explore career opportunities

Internships/Paid Work Experience Program - Internships/Paid Work Experiences are developed for youth specifically to parallel their career interests and plans for post-secondary training or job search. Internship/Paid Work Experience during the school year is typically 16-20 hours a week for between 6-8 weeks. Internships/Paid Work experiences are in both private sector and public sector. In addition to the incorporation of citizenship, leadership, adult mentoring as informal elements of the work experiences, it provides youth with opportunities to:

- Explore local businesses
- Evaluate employment opportunities within their own community
- Encourage academic and/or occupational skills training goal setting

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- Develop work references for future employment/job search.

Post Secondary Scholarship Program - This program is designed to reward youth who make a commitment to post-secondary school entrance and complete a series of planned sessions that focus on preparation for college. The planned sessions are typically presented by local school, businesses, and community leaders or internet-based and lead by youth staff members. The required topics for the sessions are:

- Career Exploration/Interest
- Occupations In Demand
- Personal Finance/Budgeting
- Financial Aid Planning
- College Placement Exams & Test Taking Skills
- Communication Skills
- Interview Skills

Performance Measures to determine Success of Youth Programs

The Youth Committee, a required sub group of the Region 9 Workforce Board, decided to use the Department of Labor's common measures to measure the success of the WIA Youth service provider. The following are the goal numbers the Board and RO want the service provider to meet during the next program year:

- Placement in Employment or Education -- 66% of all youth
- Attainment of Degree or Certificate -- 50% of all youth
- Literacy and Numeracy Gains -- 75% of all youth

OTHER SERVICES

Rapid Response Services

Rapid Response is a pro-active, business-focused and a flexible strategy designed to respond to layoffs and plant closings by quickly coordinating services and providing immediate aid to companies and affected workers. The Region 9 Rapid Response Team works with employers and any employee representative to quickly maximize public and private resources to minimize disruptions with associated with job loss. The Region 9 Rapid Response Team provides customized services on-site at the affected company, accommodates any work schedules and assists companies and workers through the painful transitions associated with job loss. Region 9 Rapid Response is carried out in full cooperation and coordination with the region's WorkOne Centers and provides many follow-on services, including but not limited to, job search workshops, resume and interviewing workshops, skills upgrading and job training.

Region 9's Rapid Response Team is comprised of several representatives from various agencies. The composition of the team is based upon the needs of the employer, and is customized to meet those needs. The core Rapid Response Team includes:

- Regional Operator's Director of Business Services who oversees Rapid Response activities;
- Unemployment Insurance Project Manager;
- WorkOne Center representative;
- Service Provider representative;
- Veteran's Representative;
- Education representative (ABE/GED, college);
- Small Business Development representative; and,

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- Healthy Indiana Plan (medical insurance) representative.

Rapid Response provides services to both the employer and the employee. For employers, the Rapid Response team provides higher productivity and worker morale and lower absenteeism during the layoff process due to a reduction in employee stress. Rapid Response helps in lowering unemployment insurance costs as workers are re-employed more quickly when services are begun prior to the layoff. The team helps decrease the likelihood of sabotage or work disruptions as the employees see the employer is truly concerned for the health and welfare. And better relations between the employer and employees as the layoff is played out in a spirit of transparency.

For employees, the Rapid Response Team is there to reduce their fear and confusion caused by impending job loss. Rapid Response Teams meet with workers to introduce them to the many programs designed to assist them through the transition. The most important is the pipelining of the effected employees into the WorkOne system where many different partners are brought together under one roof to provide an array of services ranging from workshops to supportive services.

The Rapid Response Team also ensures the company is aware of the TAA petitioning process if the job loss is due to foreign competition. The Team will work with the company to provide information on Trade Adjustment Assistance and the benefits the company receives if the company is certified as trade-affected.

For the Region 9's Rapid Response Team the past two years have been extremely busy as they provided services to over 50 companies and provided orientation to over 4,000 affected employees.

Coordination of State Workforce Development Programs

Unemployment Insurance (UI)

While the Unemployment program is administered by state merit staff per DOL rules, the WIA staff possesses a basic understanding of the unemployment program. WIA staff interacts with UI staff on daily basis when assisting customers with UI questions/concerns and the WIA staff provides UI staff with waivers to continue UI benefits for those clients who enroll and attend WIA funded training. Should WIA staff become aware of potential unemployment issues for their clients appropriate referrals are made to the state staff.

Trade Assistance Act (TAA)

While TAA is a federal program administered by the IN Department of Workforce Development, WIA staff has a basic understanding of TAA services and work with State staff to coordinate WIA and TAA services. Region 9 currently has a grant that allows WIA staff to provide TAA case management. This has improved customer service to the TAA client by reducing the case load of the TAA case managers and allowing more time to be spent with TAA clients when appropriate. Region 9 has designated a TAA coordinator in order to create program consistency throughout the region. Due to a high volume of TAA clients, the WorkOne staff has increased the number of workshops for TAA clients, including job search, resume preparation, interview skills, using the internet for job search and others.

Title 38 Vet Program:

While this program falls under the auspices of the IN Department of Workforce Development, WIA staff is aware of rules regarding determination of veteran status and veteran preference. Veterans

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self identify when filling out WIA applications (10 core and full WIA application.) Veterans are referred to the LVER or DVOP when a barrier is noted and veteran is enrolled in program showing veteran status. If a Veterans' spouse request service from the LVER, the LVER will verify that the spouse qualifies under the guidelines of Title 38.

WPRS/REA:

Potential WPRS/REA participants are identified by a DWD generated report, and staff contacts the individuals to schedule a group orientation and individual assessment. During the assessment, DWD staff member creates an Individual Program Plan (IPP) which may include referrals to WIA services. Referrals and scheduling for workshops are very individualized and connections to these services are initiated by the DWD staff member and coordinated with WIA staff as need arises.

Business Services

The Region 9 Business Services Team provides businesses a wide range of services including, but not limited to, Indiana Career Connect staff assisted support, WorkKeys Profiling, WorkKeys Assessments, OJT program, WOTC, Job Fairs, Labor Market Information, Attraction Project support, Rapid Response, Federal Bonding Program, Recruitment, Screening and Interviewing Services, and Unemployment Insurance assistance.

The team consists of 14 staff members representing the Department of Workforce Development and the WorkOne Centers, the Indiana Region 9 Workforce Board and the service provider, River Valley Resources. The purpose of the team is to ensure all businesses are provided services and resources that enable their companies to become more productive and competitive. Members of the Business Services Team, on a daily basis, act as listening posts to determine the needs and requirements of their local business and act accordingly. Further, Business Service Team members are expected to conduct Employers Seminars the purpose of which is to inform businesses on the many different resources and services the WorkOne Centers offer.

Over the past two years, the Business Services Team has hosted over 70 job fairs, over 50 Rapid Response Orientations touching over 4,000 affected employees, and engaged in many different events held by the region's Chambers of Commerce and Economic Development Organizations.

Currently the Business Services Team is heavily focused on the OJT and WorkKeys programs. Team members are assigned the responsibility to conduct outreach to local businesses and inform them of the programs, refer all questions to the program project managers, and locate and screen qualified candidates for the OJT program. For the WorkKeys program, team member conduct outreach to the region's businesses to inform them of the WorkKeys Profiling program and refer all questions to the WorkKeys program project manager.

In addition to the fourteen team members, two Regional Operator staff members are solely dedicated to serving businesses: the Director of Business Services and a Program Manager. Their responsibilities are to ensure the Business Service Team conducts their activities efficiently and effectively, and to act as liaisons between the services and resources of the WorkOne and the regional businesses.

Veterans' Priority of Service

Under the Region 9 Workforce Board's Priority of Service Policy, Veteran and eligible spouse customers are identified upon entry at a WorkOne and allowed to move to the front of the waiting

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line. To assist with identifying veterans and eligible spouses, Priority of Service signs have been developed and are posted in all WorkOne Southeast offices where veterans are served. Signs are framed and displayed in a manner where the public and especially veteran and eligible spouse customers can easily see them. In accordance with the Priority of Service sign, veterans and eligible spouses should notify staff upon entry into the facility. Customers with visual impairments must be asked if they are a veteran or eligible spouse when checking in.

Attachment D is the Region 9 Workforce Board's Priority of Service Policy.

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KEY PARTNERSHIPS

Attachment E is a Matrix that outlines the partnership the RWB and staff maintain with close to 60 organizations operating in Region 9.

Economic Development Partnerships

Business Services is an experienced team, working with local and statewide economic development organizations. The Business Service Team has active members in all eight existing Chambers of Commerce, and partners with all Local Economic Development Organizations (LEDOs) in Region 9. In addition to attending all annual functions of these organizations, the team partners with the Chambers and LEDO's to reach out to employers and provide a variety of services including, but not limited to: attraction projects, job fairs, expositions, business outreach, WorkKeys, OJT program, Indiana Career Connect, and special projects.

Currently the Business Service Team is conducting a special occupational training project which is a study designed to determine if a trained Manufacturing Skill Standards Council (MSSC) employee is more productive than the production worker trained using other occupational training methods.

For over two years, REACH staff members have been participating in the Employer's First Consortium made up of Ohio, Kentucky and Indiana Workforce boards and Northern Kentucky Chamber of Commerce. The Employers First Consortium's purpose is to reach out to employers across the Tri-State region to determine what skills gaps exist in the current, tri-region workforce and how to address those gaps.

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BUDGET

The Region 9 Workforce Board projects that it will have \$2,702,767 to invest in the Southeast Indiana WorkOne System. Of its WIA allocation, the region anticipates losing almost \$300,000 between PY 2010 and PY 2011; its projected 2011 WIA allocation is \$2,009,781.

Attachment F includes the budgets for the Region 9 Workforce Board and its contracted agents.

MONITORING OF BUDGETS

Monthly the Fiscal Agent prepares a financial report of expenditures that includes expenditures for all current contracts as well as all other regional expenditures. The Fiscal Agent reviews expenditures and spending rate of the Regional Operator, Service Provider, Direct Client Services and Board expenses monthly. The financial report is submitted monthly to the Finance Committee for review, discussion and approval. After financial committee review the financial report is presented to the board for final approval.

MINIMIZING OF ADMINISTRATIVE COSTS

Allocation of administrative funds to Staff, Travel and Outreach

The RWB9 is truly committed to cutting back on administrative costs. In response to the board's concern about cost efficiencies, the Regional Operator (RO) will be reducing its staff for Region 9 by one position. Further, the RO has reduced the resources dedicated to travel expenses and will develop new guidance to staff on how to reach out to the community in a cost effective manner. The increase use of webinars and conference calls is one such way that the Region will reduce travel expenses.

For the next two years, the board will go with one service provider instead of one for Adult/DW services and another for Youth services. This move will eliminate duplicate administration costs charged by the service providers while not reducing the quality of services.

In the process of transferring the leases to the Board, the RO continues to negotiate better pricing in to find ways to save money. Many of the terms and conditions of the leases have been renegotiated so as to result in significant cost savings to the region. The RO has also saved thousands of dollars per year by bundling telephone and internet services in the WorkOnes.

Policies and Procedures in Place that Govern the Hiring of Staff and Travel

The Region 9 Workforce Board is governed by Indiana Statute IC 22-4.5-7-5 in regards to the hiring of staff:

Sec. 5. (a) A workforce investment board and its regional workforce board must comply with this section when selecting a regional operator to provide:

- (1) support services for a regional workforce area; and
- (2) operational oversight and management for:
 - (A) the one stop centers; and
 - (B) the workforce investment system;

in a regional workforce area.

(b) A regional workforce board, with the consent of a workforce investment board, may establish agreements with a regional operator for support services on behalf of the workforce investment board in the regional workforce area.

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(c) A regional workforce board may assist a workforce investment board in establishing agreements with a regional operator for support services for the workforce investment board in the regional workforce area.

(d) An agreement established under this section must be the result of a competitive procurement process as determined by the workforce investment board.

Because the Region 9 Workforce Board uses a competitive procurement process to secure management and service delivery professionals, the issues of hiring staff are prescribed in legal contracts entered into by the Region Board and contracted entity.

Attachment G is Region 9 Workforce Board's Travel Reimbursement Policy.

GOVERNANCE AND STRUCTURE

COMMUNITY OUTREACH FOR PLAN

In order to seek input for this plan, the Regional Operator staff called together all ten of the Local Economic Development Officials (LEDOs) to review the Workforce Development Strategy and Implementation Plan on April 26, 2011.

The primary concern expressed by these economic development professionals was the naming of the Construction Trades Sector as a priority sector in which to invest training funds. They contend that, while there may be projected employment growth in the construction trades, this increase demand for construction workers is driven by other economic sectors in the region that are in need of expanding their facilities. There are no major construction firms in the Southeast Indiana who are creating job opportunities for construction trades person. (In reviewing the current Construction Firms operating in Region 9, as of first quarter 2010, 90 percent of these companies employed 9 people or fewer.) The ultimate point of the LEDOs was that no new firms would necessary be attracted to locate in Region 9 because of a trained workforce in construction.

The RO staff assured the economic development leaders that this issue would be revisited with the Region 9 Workforce Board before the beginning of the next program year.

ROLE OF THE LOCAL ELECTED OFFICIALS IN DELIVERY OF WORKFORCE DEVELOPMENT SERVICES

Commissioners of all counties and Mayors of cities (and pursuant to new IDWD Policy, towns are now included) over 5,000 population designate one person to serve as the County's representative for workforce development matters with the economic growth region. The designated representatives serve on an Executive Council for the Region and will appoint a representative from among this Council to operate as the "Regional" Elected Official. The responsibilities of the elected officials include the following:

- Each county's local elected officials are responsible for appointing Regional Workforce Board members and filling vacancies as necessary on the Workforce Board.
- Executive Council responsible for choosing a Regional Elected Official to represent its interest (as a collective body of counties) in workforce development matters in conjunction with the Workforce Board.
- Under this structure, financial liability remains with the Governor of Indiana and will NOT fall on the local officials or the areas they represent.

Attachments H includes all ten Local Elected Official Agreements and the Chief Elected Official Agreement.

FISCAL AGENT

Crowe and Horwath

Name: Carla Crowe

Address: 3815 River Crossing Parkway

Suite 300 Indianapolis, IN 46240-0977

Phone: (317) 225-2571

E-mail: Carla.Crowe@crowehorwath.com

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Region 9 Workforce Board By-Laws

The Region 9 Workforce Board By-Laws are Attachment I.

STAFF TO REGIONAL WORKFORCE BOARD

Attachment J displays the compensation packages to the top five paid staff persons of REACH INC, serving for the Region 9 Workforce Board. Attachment K is an organizational chart for all REACH personnel. Below are brief descriptions of all of the REACH positions serving the Region 9 Workforce Board and WorkOne System in Southeast Indiana.

President/CEO of REAC, Inc.

Provides daily oversight and management for Region 9, managing all state and regional workforce development directives and initiatives. Also serves as the direct liaison to local elected officials, as well as economic development and business leaders, who have stakes in creating a robust workforce development system in the region.

Director of Operations

Directs and oversees operations of all Regional WorkOne centers. Develops specific goals to organize and manage WorkOne office customer flow and performance expectations, develops and monitors integrated services budgets, manages the Regions' TrackOne system and ensures compliance with all rules and regulations.

Director of Business Services

Directs and promotes the development of regional, economic and Workforce Development business services strategies and programs. Responsible for Regional Rapid Response activities, WorkKeys applications and processing applications for training funds submitted by businesses. Provides direct supervision/management to the Project Manager.

Director of Youth Services & Adult Basic Education

Design, implement and manage youth programs including the management of the Jobs for America's Graduates program, work experience and summer employment opportunities. Identifies and disseminates resources available to ABE/GED eligible youth and adults and coordinates efforts between adult education providers, career counselors and clientele in accordance with the Workforce Investment Act (WIA) program guidelines. Oversees and coordinates the WIA I voucher program.

WorkOne Center Managers (Two)

Functionally manages the day-to-day activities and operations of the WorkOne office. Ensures that the WorkOne office meets all customer service standards and performance metrics.

Project Manager

Plans, directs, and coordinates activities of designated projects to ensure that goals or objectives of project are accomplished within prescribed time frame and funding parameters. Provides program direction, marketing and reporting for all projects.

IT/Network Administrator

Manages information technology and all regional computer network hardware, software and telecommunications devices. Trains users on software and equipment usage. Develops and maintains websites.

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Executive Administrative Assistant

Manages and ensures efficient operation of all general office/clerical activities. Handles all board correspondence including scheduling meetings, preparing agendas and taking/transcribing minutes. Keeps detailed records of timesheets, expense reports and invoices.

Chief Legal Officer

Develops, coordinates and oversees all contracts, grants, leases and other legal documents flowing through REACH, Inc. and the Regional Workforce Boards. Assures that all state and federal regulatory compliance issues are addressed. Assists the President with maintaining a relationship between local elected officials and the Regional Workforce Board.

Vice President of Public Policy and Programs

Advises the Region 9 Workforce Board and REACH staff on public policies pertaining to the arenas of workforce development, adult education, higher education and public work support systems. Tracks current national, state and local economic/workforce development indicators and public policies.

PROCESS FOR SECURING WIA MANAGEMENT AND SERVICE PROVISIONS

The Indiana Region 9 Workforce Board, Inc. promotes free and open competition in all procurement activities and encourages involvement of small and minority owned local businesses when possible. The board competitively procures services for Regional Operator, WIA Adult and Dislocated Worker Provider, WIA Youth Provider and Fiscal Agent. The board has developed a procurement policy that is consistent with OMB circulars, the Workforce Investment Act and 20 CFR parts 95.40-48.

The Board selects and enters into an agreement with a Regional Operator at least every three (3) years using a competitive procurement process. The board /Regional Operator selects and enters into an agreement with WIA Adult and Dislocated Worker Provider, WIA Youth Provider and Fiscal Agent at least every three (3) years using a competitive procurement process.

The Request for Proposal (RFP) method is used for procurement of Regional Operator, WIA Adult and Dislocated Worker Provider, WIA Youth Provider and Fiscal Agent. Once the Board has completed the RFP process, the recommendation identifying the Board's selection for Regional Operator and WIA Youth Provider is sent to the Balance of State Workforce Investment Board (BOS WIB) for approval along with Basic description of the procurement process including:

- Identification of the number of proposals that were received and scored;
- Identification of the entity/organization ultimately selected by the RWB;
- Inclusion of the Table indicating the selected organization's previous experience (Attachment F to the RFP) and
- Justification for the selection

There is no approval needed by the BOS WIB for WIA Adult and Dislocated Worker Provider or Fiscal Agent services.

Each contract executed by the Board/Regional Operator contains a minimum number of elements required to be included in the contract. A desktop review will be conducted on WIA Adult and Dislocated Worker Provider and WIA Youth Provider. On-site compliance monitoring will be

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conducted annually for WIA Adult and Dislocated Worker Provider and WIA Youth Provider contracts.

Monitoring of Service/Activities is Procured by Regional Operator

On behalf of the board, the Regional Operator staff annually conducts the monitoring of the WorkOne Offices, WIA sub-recipients and program processes. R.O. staff conducts onsite interviews of random WorkOne personnel and monitor files using the State prescribed electronic case management information system and hard case files. The files selected are pulled during the WorkOne on-site visits and the Service Provider is notified of which files have been selected so that they can provide additional documentation not contained within the participant file. All WorkOne offices will be monitored for safeguarding confidential information, document destruction, workplace safety, accessibility and security. Monitoring guides have been developed as an oversight tool and are shared with the service provider within 24 hours of the scheduled monitoring.

The Fiscal Agent is responsible for financial monitoring activities.

RWB Management of Conflict of Interest in Procuring Services and Contracts

The RWB places high priority on management of conflicts or potential conflicts of interest in procuring services and contracts. As required by IDWD Policy, Board Directors and staff complete an annual Conflict of Interest Statement. New Board Directors are counseled on the importance of disclosure and given the RWB's Conflict of Interest Policy upon their appointment. After each annual COI filing, the Regional Operator's Chief Legal Officer reviews all COI form submissions to detect any actual or apparent conflicts that may exist.

Additionally, when procuring contracts or services, each member of the RFP Committee, whether a Board Director, Staff member, Fiscal Agent, etc. must complete and sign a "Proposal Review Committee" Conflict of Interest statement regarding that particular RFP process.

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PROGRAM CONTACT PERSONS:

WIA Adult and Dislocated Worker Programs

Regional Operator: REACH, Inc.
Name: Amy Lay
Address: 9 East High Street
Lawrenceburg, IN 47025
Phone: (812) 537-4949
E-mail: amy@indianaregion9.org

Service Provider: River Valley Resources, Inc.
Name: Mark Smith
Address: 319 East Main Street
Madison, IN 47250
Phone: (812) 265-2652
E-mail: mark@rivervalleyresources.com

WIA Youth Programs

Regional Operator: REACH, Inc.
Name: Michele Bowman
Address: 9 East High Street
Lawrenceburg, IN 47025
Phone: (812) 537-4949
E-mail: mbowman@indianaregion9.org

Service Provider: River Valley Resources, Inc.
Name: Helen Johnson
Address: 319 East Main Street
Madison, IN 47250
Phone: (812) 265-2652
E-mail: Helen@rivervalleyresources.com

FISCAL MANAGEMENT

Crowe Horwath
Name: Carla Crowe
Address: 3815 River Crossing Parkway
Suite 300 Indianapolis, IN 46240
Phone: (317) 225-2571
E-mail: Carla.Crowe@crowehorwath.com

Electronic/Information Systems

Regional Operator: REACH, Inc.
Name: Rick Greathouse
Address: 9 East High Street
Lawrenceburg, IN 47025
Phone: (812) 537-4949
E-mail: rgreathouse@indianaregion9.org

Data Collection/Performance

Regional Operator: REACH, Inc.
Name: Amy Lay
Address: 9 East High Street
Lawrenceburg, IN 47025
Phone: (812) 537-4949
E-mail: amy@indianaregion9.org

Service Provider: River Valley Resources, Inc.
Name: Bobbie Bryant
Address: 319 East Main Street
Madison, IN 47250
Phone: (812) 265-2652
E-mail: bobbie@rivervalleyresources.com

WIA Equal Opportunity Officer/Program Complaints

Regional Operator: REACH, Inc.
Name: Connie Berry
Address: 9 East High Street
Lawrenceburg, IN 47025
Phone: (812) 537-4949
E-mail: connieberry@indianaregion9.org

SIGNATURE PAGE



Beth Blasdel
Region 9 Regional Workforce Board Chairperson

4/29/11

Date



Mayor Craig Luedeman
Region 9 Chief Elected Official

4/29/11

Date

ATTACHMENTS

Attachment A

Indiana Region 9 Workforce Board, Inc. Workforce Investment Act Training Services Investment Policy

Effective Date: April 15, 2011

Region 9's Occupational Training Needs

In 2009, fifty-five (55%) percent of all of Indiana's jobs consisted of **Middle-Skills Jobs** – jobs that require between one (1) to two (2) year post-secondary education and occupational training. By securing such a job, a worker can earn an income that can provide for a family. Further, it is projected that the number of Indiana's middle-skill jobs will increase by fifty (50%) percent over the next six (6) years.¹⁵

Yet, according to American Community Survey (2005-2009), conducted by the U.S. Census Bureau, nearly 76 percent of Region 9's population age twenty-five (25) or older (175,476 adults) hold a High School Degree or less. Over 31,673 of these are high school drop outs. Another 38,862 of Region 9's high school graduates have some post secondary training but have not earned a degree.

Indiana Region 9 Workforce Board, Inc. (RWB-9) Training Investment Philosophy

Given that almost 76 percent of Region 9's adult (25 years or older) population is in need of a one (1) to two (2) year post secondary education or training credential, and given the majority of job opportunities in the region require just one (1) to two (2) year post secondary training, the RWB-9 will assist the Workforce Investment Act (WIA) qualified individual in their pursuit of a one (1) to two (2) year post secondary credential using its workforce development training resources.

For some WIA clients, pursuing occupational training on a full time basis is feasible, with financial support from the WIA program. For other WIA clients, pursuing training on a full time basis is not an option due to family responsibilities or lack of educational attainment needed to succeed in a post-secondary level training program.

For clients facing these kinds of barriers, RWB-9 supports the practice of providing short term occupational training for these individuals for several reasons. First, short term occupational training, perhaps coupled with on-the-job training resources, can provide access to a job that can lead to other jobs that pay wages sufficient for a family. Further, short-term occupational training can result in a workforce recognized certification. Earning such a credential can help the client become marketable in the industry, regardless of the location of employment. Further, many certifications can be converted into college credit bearing courses that count toward an academic degree or industry credential. Exposure to short-term training may encourage the WIA client to consider further training.

It is the RWB-9's hope that public investment in a WIA client's early occupational training will help attract private investment from an employer in the client's future training. Regardless of whether training investment monies support short-term or long-term training, it should always be evident that

¹⁵ National Skills Coalition, *Indiana's Forgotten Middle-Skill Jobs*, p.8.

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such investment will benefit a client's long term career potential, leading to a middle-skill job that pays a family sustaining wage.

Therefore, in determining any occupational training for a WIA client, the household income of the WIA client will be reviewed in order to determine if the job the WIA client secures upon completion of training provides enough earnings to ensure that the client's household income equals or exceeds two hundred (200%) percent of the Economically Disadvantaged Guidelines. (*RWB-9's definition of self sufficiency*).

Southeast Indiana's Jobs In-Demand

According to the Indiana Department of Workforce Development's 2012 (short term) and 2018 (long term) occupational projections, Southeast Indiana's economy will experience healthy growth in the **manufacturing, hospitality and tourism, health care, logistics and construction sectors**.

Hence, RWB-9 will target its WIA funds to occupational training in these five sectors, focusing on training that will lead to **Middle-Skill Job** OR employment in a position that -- with additional training --can lead to a middle-skill job.

Training Program Eligibility Criteria

Because middle-skill jobs require no more than two (2) year post secondary degrees, RWB-9 will limit its WIA resources to occupational training programs that provide up to an Associate Degree or other industry recognized credential. *The Board, via its Regional Operator, can make exceptions for the WIA clients who have one year or less remaining to complete a four (4) year degree and their education major will lead to a Middle Skills or better paying job.*

In order to protect its investment of public funds and the investment of the client's time in training, RWB-9 will invest in only occupational training programs that provide a national or industry recognized certification, results in college credit (or can be converted to college credit at a future date) or is employer designed to meet an employer's or industry's specifications. Further, the training will be for an occupation that has been identified as a part of a career pathway within a high demand economic sector. While the high demand economic sectors identified in Region 9 are Manufacturing, Health Care, Entertainment and Tourism, Logistics and Construction, should an employer from different sector request assistance in the training of jobseekers for actual open positions, such opportunities can also be considered for inclusion in this training policy.

WIA Client Eligibility Criteria and Priority

Persons receiving WIA training funding must meet all WIA criteria. Further, because WIA resources are limited, RWB-9 recognizes the need to prioritize which WIA clients will receive training assistance. Therefore, WIA Adult clients who will receive first consideration for training are those who earn less than the two hundred (200%) percent of the Economically Disadvantaged Guidelines and who have at least one of the following characteristics:

- Is a veteran or an eligible spouse¹⁶ (no income limits apply to this client)

¹⁶ Refer to RWB-9's Priority of Service Policy and DWD Policy 2009-10, derived from 20 CFR part 1010 for definition of "covered person" for veteran priority of service.

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- Needs a GED or Occupational Skills training.

Additionally, priority will be given to residents of Region 9. Exceptions to the residency criteria may include dislocated workers from adjoining regions who have been displaced by a Region 9 employer. A WIA client who is receiving services from a WorkOne system outside of Region 9 but who has been identified by a Region 9 employer as a viable job candidate for an opening will also receive priority.

Eligible Training Expenses and Investment Limits

WIA funds should serve as a supplement for a client's occupational training program. Additionally, federal allocations of workforce investment training dollars are always limited. RWB-9 has determined that the maximum annual amount of WIA funding a trainee can receive for occupational training endeavors is \$5,000. These payments can cover tuition and fees¹⁷, academic remediation and GED preparation as well as supportive services including books, transportation assistance, clothing/uniform, one time medical assistance (such as a job physical), child care assistance, emergency or short-term housing assistance and follow up services.

WIA clients are required by law to first pursue Pell Grants and other sources of financial assistance to pay for training costs before receiving WIA training funds. The exact mix of WIA funds provided to a client will be determined based on the availability of such other funding for either training costs or supportive services. The goal will be to ensure that the costs of the training program the WIA trainee selects are fully paid and that necessary supportive services are available so that training can be completed successfully.

WIA trainees are not required to apply for or access student loans or incur personal debt as a condition of participation. However, the customer may decide to incur personal debt in the pursuit of occupational training. Given the growing trend of escalating student indebtedness, RWB-9 mandates that all WIA clients considering a student loan will be informed regarding the responsibilities associated with the indebtedness.

Eligible Trainers

As of January 2011, all training providers must submit their credentials and course content of every program to the Department of Workforce Development (DWD) for approval in order to be considered a WIA eligible trainer. By 2012, DWD will require all trainers to submit data showing the completion rates and employment status of their trainees. The State will evaluate these performance measures on an annual basis to determine continued eligibility of a trainer.

While WIA trainees have the choice in the selection of a training provider, RWB-9 does believe it is important to provide guidance. In order to ensure that WIA monies are invested in a training provider who has a proven track record for graduating students who can demonstrate proficiency in their field and therefore are desired by employers, RWB-9 will require that training investment dollars only be spent on those institutions that have provided performance measures in the DWD WIA Eligible trainer database that show successful program completion and job attainment results.

¹⁷ As prescribed by DWD, the maximum amount of WIA training monies that can be spent on tuition and fees is forty-five hundred (\$4,500) dollars for one year.

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Finally, RWB-9 believes it is in the best interest of all to discuss training alternatives when a program chosen by a WIA client will require the client to go into debt.

Implementation of Occupational Training Services

RWB-9 empowers its contracted Regional Operator (RO) to implement these policies. The RO will generate the required employment partnerships that will determine which training opportunities are promoted to WIA clients. The RO will develop Procedures outlining how career and educational assessments of WIA clients will be conducted by WorkOne staff. The RO will be the responsible entity for the approval of expenditures of training services.

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Attachment B

WIA ADULT/DISLOCATED WORKERS SERVICE MATRIX

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Board Name:		Indiana Region 9 Workforce Board, Inc.							
		Description		% WIA Funds to be Utilized		Utilized (Type of Funds and Amount)		Participation Target	
Activity		ALL WORKSHOPS ARE 3 TIMES WEEK unless otherwise specified.		Adult	DW			Adult	DW
									Co-Enrolled Out-of-School Youth
Core Workshops	Orientation Workshop	?Frequency: x times per week ?Delivery Mechanism: (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Recorded Inform customers of the full array of services. Will increase awareness of WorkOne programs to customers		\$ 36,000		12,000	3,000
	Resume Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Online and face to face Increase marketability. Customers will be able to provide variety of resumes pertaining to their occupations		\$ 18,000		6,000	1,500
	Interviewing Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Face to face-online Prepare participants for variety of interview skills. Learn to interview successfully to obtain employment.		\$ 9,000		3,000	750
	Career Interest Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Face to face-online. Assist in the development of an employment plan tailored to customer needs. To identify more appropriate career goal.		\$ 2,760		1,000	150
	Job Search Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Customer will be able to utilize various methods available to conduct a successful job search. Customer is empowered to become more sufficient in utilizing a variety of JS		\$ 18,000		6,000	1,500
	UI Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		N/A					
Workshops	Healthy Lifestyles Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		2 times week and face to face. Provide the customer with tools necessary to promote a healthier lifestyle. Identify and remove		\$ 1,000		200	50
	Digital Literacy Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Online and face to face. Provide customer with computer skills needed to conduct an effective JS. Raise the customer computer skills up one level.		\$ 1,000		200	50
	Financial Literacy Workshop	?Frequency: x times per week ?Delivery Mechanism (online, recorded, face-to-face, etc.) ?Objective (One sentence description) ?Anticipated Learning Outcomes (One sentence summary)		Face to face and online. Provide customer with tools to effectively manage finances through these tough economic times. Identify and remove barriers to gainful employment.		\$ 1,000		200	50

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Other Activities or Programs	Other	Briefly describe any other activities or programs offered within the local area/region, and provide the rationale for offering. Add additional rows, if necessary.						
		Insert additional rows, if needed.						
Totals	Total Core Services				\$ 122,760	40,600	10,050	70
	Total Intensive Services				\$ 634,500	2150	440	20
	Total Training Services				\$ 337,889	67	46	0
	Total Other				\$ 33,700	67	46	0
	Grand Total				\$ 1,128,849	42,884	10,582	90

Attachment C
WIA YOUTH SERVICE MATRIX

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Program/ Activity	Description	Program Elements											% WIA Youth Funds to be Utilized		Other Funds/Resources to be Utilized (Type of Funds and Amount)	Annual Participation Target	
		Tutoring, Study Skills, Secondary School Completion	Alternative Secondary School Services	Summer Employment Opportunities	Paid or Unpaid Work Experience	Occupational Skills Training	Leadership Development Opportunities	Supportive Services/ Incentives	Adult Mentoring	Follow-up Services	Guidance and Counseling	In-School	Out-of-School	In-School		Out-of-School	
Jobs for America's Graduates (JAG)	Current:MCHS In-School JAG Sp'2011 Expansion Plan: Add One JAG class in 2011-2010 School Year	x	x	x	x	x	x	x	x	x	x	18%			70		
Employment Programs	Summer Youth Internships Work Experience	x		x	x	x	x	x	x	x	x	3.0%	4.50%	Community Foundation Grants Pending 7,500- Serve 4 youth	12	13	
Adult Education Programs	ABE Referrals	x	x					x		x	x				5	15	
Scholarships	Post-Secondary Scholarships					x	x	x		x	x						
Workshops	1-2 Times Monthly at each WorkOne location Youth Intake WorkShops: Youth are able to enroll in program and learn about services offered. Youth are offered all other Workshops listed in Adult Matrix	x	x	x	x	x	x	x	x	x	x				15	20	
Other Programs	(List any other Youth Programs offered in conjunction with WIB/RWB, and provide brief description of program, and rationale for offering)																
Totals												21.0%	4.5%	0	102	48	

Attachment D

Indiana Region 9 Workforce Board, Inc.

Priority of Service Policy

Effective Date: February 2011

Purpose:

To explain Priority of Service for Veterans and Eligible Spouses, required roles and responsibilities for Disabled Veterans' Outreach Program (DVOP) Specialists and Local Veterans' Employment Representatives (LVER) staff in the Region Nine's integrated WorkOne offices.

References:

- Indiana Department of Workforce Development (IDWD) Policy 2009-01 (*Priority of Service for Veterans and Eligible Spouses and Required Roles and Responsibilities of Disabled Veterans' Outreach Program (DVOP) Specialists and Local Veterans' Employment Representatives (LVER) in Indiana Department of Workforce Development's Integrated WorkOne Offices*).
- U.S. Department of Labor (DOL) Code of Federal Regulations Title 38, Public Law 107-288 and DOL Program Letter 07-05.

Background:

The Veterans' programs at IDWD are funded by the United States Department of Labor's (DOL) Veterans' Employment and Training Services (VETS). IDWD and their funded sub-recipient Workforce Boards are required to stay within the parameters of Title 38, United States Code, regarding the utilization of Disabled Veterans' Outreach Program (DVOP) specialists and Local Veterans' Employment Representatives (LVER) staff in an integrated WorkOne environment and to implement policy required by the U.S. DOL's Final Rule on Priority of Service to Veterans and Eligible Spouses.

Content:

Title 38, Chapters 31, 41, and 42, Public Law 107-288, and U. S. DOL Veterans' Program Letter 07-05, dated July 27, 2005, clarify the roles and responsibilities of veterans' staff. To further improve service to veterans, the Priority of Service to Veterans and Eligible Spouses (Final Rule) was published in the December 19, 2008 edition of the Federal Register and is effective January 19, 2009, giving specific guidance on how Workforce Investment Act (WIA) service providers, Wagner-Peyser staff, DVOPs and LVERs are to serve veterans in respect to priority of service. Veteran and eligible spouse customers should be identified upon entry at a WorkOne and allowed to move to the front of the waiting line. To assist with identifying veterans and eligible spouses, Priority of Service signs have been developed and are posted in all WorkOne offices where veterans are served. Signs are framed and should be displayed in a manner where the public and especially veteran and eligible spouse customers can easily see them. In accordance with the priority of service sign, eligible veterans and eligible spouses should notify staff upon entry into the facility. Typically, this will be near the entry point. Customers with visual impairments must be asked if they are a veteran or eligible spouse.

Under normal operating circumstances, all WorkOne customers are greeted by the welcome team and moved on to the appropriate staff for assistance. The majority of veterans should be served by Wagner-Peyser or WIA staff rather than the Veterans' staff. This allows Veterans' staff efforts to focus on veteran customers with major barriers to employment in accordance with 20 CFR, Part 1010, Priority

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of Service for Covered persons; Final Rule. Examples of major barriers to employment, as identified by DOL WIA Adult Regulations, are characteristics that may hinder an individual's hiring, promotion or participation in the labor force. Identification of these barriers will vary by location and labor market. Some examples of individuals who may face barriers to employment include: single parents, women, displaced homemakers, youth, public assistance recipients, older workers, substance abusers, teenage parents, ethnic minorities, and those with limited English-speaking ability or a criminal record or with a lack of education, work experience, credential, child care arrangements, transportation or alternative working patterns.

Welcome team staff should identify those veterans with barriers to employment and direct those veterans to the Disabled Veterans' Outreach Program specialist for assistance and case tracking. In the event that a DVOP is not available, the LVER may be utilized. Veterans' staff will make themselves available to veteran customers on those days when the volume of traffic in a WorkOne office is high and staff may be experiencing delays, ensuring that veteran and eligible spouse priority of service is delivered.

Federal regulations require that all individuals who are veterans be identified as veterans in the Wagner-Peyser labor exchange system but there are no eligibility requirements. DWD Policy 2007-25, dated April 4, 2008, states in the Eligibility Requirements-Veterans' Employment and Training Services (VETS) Program (Attachment B, page 9) that *"For informational, self-service and staff assisted core services, participants may self attest to their status as a Veteran, Other Eligible or Transitioning Service member. Staff must record veteran's status in TrackOne."* Also, in that policy in Attachment C, page 4, the Data Element Validation (DEV) Requirements Demographic Information Data Elements for Veteran Status, it explains *"For participants who self-identify as a veteran and receive intensive/training services, staff must complete the veteran's information section of the TrackOne application. For these participants, data verification source documentation is required."* Allowable Data Verification sources are:

1. Scanned or paper copy of DD-214 or,
2. Cross match with veteran's data.

As stated previously, a veteran may self-attest that he/she is a veteran. It is recommended that WorkOne Offices develop a self-attestation form for veterans to review and sign on their initial visit. A *"statement of service"* from the National Military Personnel Records Center, a letter from the Veterans' Administration, or any document identifying the individual as a service connected disabled veteran may also be used as proof of veterans' status. Veterans' staff will be able to identify those other individuals who meet the requirements for veterans' status and which documents are acceptable. In addition, veterans' staff will be able to identify those who are *"transitioning service members"* eligible for veteran status.

Priority of Service:

WorkOne offices are to ensure that Priority of Service is observed. The definition of veteran and other eligible persons, as defined in 20 CFR Part 1010, is:

The term "covered person" means the following individuals:

- 1) A veteran.
- 2) The spouse of any of the following individuals:
 - a) Any veteran who died of a service-connected disability or,

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- b) Any member of the Armed Forces serving on active duty who, at the time of application for the priority, is listed in one or more of the following categories and has been so listed for a total of more than 90 days:
 - i) missing in action or,
 - ii) captured in line of duty by a hostile force or,
 - iii) forcibly detained or interned in line of duty by a foreign government or power.
- c) Any veteran who has a total disability resulting from a service-connected disability, as evaluated by the Department of Veterans' Affairs.
- d) Any veteran who died while a disability, as indicated in (3) above, was in existence.

The December 19, 2008 Federal Register, 20 CFR, Part 1010 issued by the Veterans' Employment and Training Service, DOL, regarding Priority of Service for Covered Persons (Final Rule), says in part:

"The Jobs for Veterans Act (JVA), and the priority of service it requires, is an important acknowledgment of the sacrifices of the men and women who have served in the U. S. armed forces. The Department's strategic vision for priority of service to covered persons honors veterans and eligible spouses of veterans as our "heroes at home" and envisions that DOL funded employment and training programs, including the publicly funded workforce investment system, will identify, inform and deliver comprehensive services to covered persons as part of strategic workforce development activities across the country.

Those veterans who have sustained injuries or illnesses as a result of their military service may require additional support in developing skills to secure employment. Similarly, those spouses of recently separated veterans who are eligible for priority also may need employability development assistance. The Department of Labor, the Department of Defense and the Department of Veterans Affairs are collaborating in closely monitoring the rehabilitation of wounded and inured veterans assessing their job readiness and assisting their preparation for civilian employment. In those instances in which civilian employment does not appear to be a realistic objective for the veteran, employability development activities should, if appropriate, focus upon the spouse who is eligible for priority. These "heroes at home" should be immediately provided the full array of employment and training service to ensure that they make a successful transition into employment that supports their economic independence."

The Final Rule further publishes the following guidance to ensure that priority of service is offered to all veterans and eligible spouses in all State facilities and WorkOne Offices. This guidance can be found by visiting <http://www.dol.gov/vets/> and clicking the fact sheet link, which was developed by DOL from excerpts of the Jobs for Veterans Act (JVA), the Veterans' Benefits, Health Care, and Information Technology Act of 2006, and TEGl 5-03. The final rule includes:

What is Priority of Service?

As defined in Section 2(a) of the JVA (38 U.S.C. 4215(a)) *"priority of service: means, with respect to any qualified job training program, that a covered person shall be given priority over a non-covered person for the receipt of employment, training, and placement services provided under that program, notwithstanding any other provisions of the law."*

Priority in the context of providing priority of service to veterans and other covered persons in qualified job training programs covered by the Final Rule means the right to take precedence over non-covered

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persons in obtaining services. Depending on the type of service or resource being provided, taking precedence may mean:

1. The covered person receives access to the service or resource earlier in time than the non-covered person; or,
2. If the service or resource is limited, the covered person receives access to the service or resource instead of or before the non-covered person.

The implementation of priority of service does not change the intended function of a program or service. Covered persons must meet all statutory eligibility and program requirements for participation in order to receive priority for a program or service.

Identifying and Informing Covered Persons

The regulations state that policies be put in place by the State Agency, its local workforce investment boards, one-stop career centers and local workforce preparation and training providers requiring all recipients of funds for qualified job training programs to identify covered persons at the point of entry to programs and/or services so they can be given the opportunity to take full advantage of priority of service. Point of entry includes physical locations, such as One-Stop Career Centers, as well as web sites and other virtual service delivery resources. These processes shall ensure that covered persons are aware of:

1. Their entitlement to priority of service.
2. The full array of employment, training, and placement services available under priority of service; and
3. Any applicable eligibility requirements for those programs and/or services.

Monitoring for Compliance with Priority of Service

The U. S. Department of Labor will monitor recipients of funds for qualified job training programs to ensure that covered persons are made aware of and provided priority of service. Monitoring will be performed jointly by the Veterans' Employment and Training Service (VETS) and the DOL agency responsible for the program's administration and oversight. A recipient's failure to provide priority of service to covered persons will be handled in accordance with the programs established compliance review processes. In addition to the remedies available under the program's compliance review process, a recipient may be required to submit a corrective action plan to correct such failure.

Disabled Veterans' Outreach Program Specialists (DVOP)

In Veterans' Program Letter 07-05, DVOP specialists facilitate intensive services to veterans with barriers to employment and/or special training needs which include:

1. Conducting an assessment (minimum requirement)
2. Developing a plan of action that is documented (minimum requirement)
3. Providing career guidance
4. Coordinating supportive services
5. Making job development contacts
6. Providing referrals to training
7. Making referrals to job openings

To meet these requirements, the DVOP specialist should to be placed in the WorkOne office's Skills Function Team (or its equivalent).

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The DVOP specialist is the DWD case tracker for veterans in the United States Department of Veterans Affairs Vocational Rehabilitation and Employment Program (Title 38, Code of Federal Regulations, Chapter 31). This program requires extensive follow-up and the DVOP specialist must be allowed sufficient time to do the paperwork necessary to meet the requirements. The DVOP specialist should work closely with the WorkOne Employer Services Function team to ensure that veterans in Chapter 31 programs who are "work ready" receive priority of service in their job search.

Case notes for veterans in the Chapter 31 program are confidential and must be kept separate from other case management files. Specific veterans' disability data may not be recorded in any computer system without a veteran's permission. The only data that can be recorded without the veteran's permission is the percentage of disability rated by the US Department of Veterans Affairs. In accordance with Department of Labor Veterans' Employment and Training Service (DOL-VETS) Technical Assistance Guide dated December 2008, DVOPs are required to complete a service every two weeks on Chapter 31 Veterans whom they are case managing. Typically, this service will also be recorded in TrackOne under the Chapter 31 Case Management selection.

The DVOP specialist is the resident expert on programs available to assist disabled veterans in improving their skills so they can take the next step up in their careers. That would include classes the DVOP may present and other classes at the WorkOne office, and the programs available through the Veterans' Administration such as Vocational Rehabilitation and Employment Program Services (VOC REHAB) and other programs that may be funded through Veterans Workforce Investment Programs (V-WIP) or other sources.

The DVOP specialist is required to do outreach projects that reach out to disabled veterans.

The DVOP specialist should also be encouraged to spend a minimum of two (2) hours or more a month at each of the county Veterans' service offices covered by the WorkOne in which they are assigned. The county Veterans' Service Officer should be given the DVOP specialist's schedule so the officer can set up appointments for the DVOP to speak to individuals or groups needing job-related assistance.

The DVOP specialist will devote a minimum of four (4) hours per month at outreach-based facilities that assist disabled veterans. VPL 07-05 identifies these facilities as:

1. (Vocational Rehabilitation & Employment (VR&E) Service
2. Homeless Veterans Reintegration Program (HVRP)
3. VA Medical Centers and Vet Centers
4. Veterans' Administration Community Based Outpatient Clinic (CBOC)
5. Homeless shelters
6. Civic and service organizations
7. Community Stand Downs
8. Military installations
9. WIA partners
10. State Vocational Rehabilitation Services

DVOPs will coordinate outreach activities with their functional and administrative supervision to ensure minimum operational impact at the WorkOne Office of assignment.

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Local Veterans' Employment Representatives (LVER) Staff

In Veterans' Program Letter 07-05, the following are the mandated functions for the Local Veterans' Employment Representative Staff:

1. As an integral part of the State's Labor Exchange System, LVER staff work with other service providers to promote veterans as job seekers who have highly marketable skills and experience.
2. LVER staff advocate for veterans for employment and training opportunities with business, industry and community-based organizations. To accomplish this, LVER staff participate in a variety of outreach activities including, but not limited to:
 - Planning and participation in job fairs
 - Coordinating with unions, apprenticeship programs, and business organizations to promote employment and training opportunities for veterans.
 - Promoting credentialing and training opportunities for veterans with training providers and licensing agencies.
3. LVER staff establishes, facilitate and/or maintain regular contact with employers to include federal contractors. They should coordinate with employer relations representatives as part of the WorkOne system to include veterans in their marketing efforts.
4. LVER staff provides and facilitates a full range of employment, training and placement services to meet the needs of veterans with priority given to targeted categories identified and approved in the State Plan. These series may include, but are not limited to:
 - Conducting job search assistance workshops
 - Providing job development and referrals
 - Providing vocational guidance
 - Providing labor market information
 - Providing referrals to training and supportive services

The LVER should be placed in the WorkOne Employment Team (or equivalent) or Business Services Team (or equivalent). The difference between the LVER and any other member of the team is that the LVER advocates for veterans for employment and training opportunities with business, industry, unions, and community-based organizations. They ask employers specifically to seek veterans for positions in their companies. Optimally, the employer would target specific positions for veterans with certain skills (based on the veterans' military training/military occupational specialty). Under no circumstances will the LVER provide related services to nonveteran customers unless the customer is an eligible spouse covered by priority of service.

The LVER must be comfortable speaking in public and able to instruct. LVER staff should be encouraged to attend meetings of the local Chamber of Commerce, area unions, and veterans' organizations to promote all the WorkOne services, both as a networking tool and for the opportunity to speak about veterans' programs. Many of these opportunities will occur outside normal work hours and the LVERs should be able to adjust their work schedules during the pay period.

Outreach Accountability

In order to maintain accountability for time spent on outreach, each LVER and DVOP shall report the results of their outreach activities including travel logs in writing via e-mail to their WorkOne Local

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Management Staff If necessary, copies of these documents will be provided to formal State Managers. These reports will be used by the LVER staff, Regional Operators, and the Marion County Workforce Investment Board, to produce the required quarterly reports to the State Veterans Coordinator and U. S. Department of Labor Veterans' Employment and Training Services as required in Public Law 107-288. Outreach activities will be reviewed by supervisors and those that are determined by the management team to be unproductive may be discontinued.

National Veterans Training Institute (NVTI)

All DVOPs and LVERs are required to attend veteran related courses at NVTI within three years of assignment or hire. Typically, most veteran representatives will attend at least two courses offered by NVTI. In some instances, the DWD State Veterans Coordinator may elect to send veterans representatives to additional courses based on career development.

Indiana Seamless Transition Program

In some instances, Veteran Representatives will be called upon to assist with the State of Indiana Seamless Transition Program for State Guard and Reservists returning from deployment.

Rapid Response for Dislocated Veterans

At a minimum, the LVER should be a part of the Rapid Response Team at selected Rapid Response events for dislocated veterans, ensuring that priority of service is offered to those particular veterans eligible for various programs.

Common Measures

Indiana Veterans' programs use U. S. Department of Labor negotiated Common Measures for outcomes, and the Marion County Workforce Investment Board, the SWIC as the Balance of State Workforce Investment Board, Regional Workforce Board Chairs and Regional Operators are charged with the responsibility of meeting VETS Common Measures. Indiana's Veterans' Common Measures are negotiated separately with the U. S. Department of Labor.

Action

Indiana's Workforce Investment Boards, which are the State Workforce Innovation Council, the Balance of State Workforce Investment Board and the Marion County Workforce Investment Board, the Indianapolis Private Industry Council, and the Regional Workforce Boards, Regional Operators and all providers of training shall follow the guidance contained within this policy when managing and overseeing the required activities of Veterans' programs and its staff. They are instructed to distribute the information to appropriate staff.

Attachment E PARTNERSHIP MATRIX

Name of Partner	Description of Partnership	Shared Customers/Interests
Community Education Coalition	The Community Education Coalition (CEC) of Columbus, Indiana, is a nationally recognized partnership of education, business, and community leaders focused on aligning and integrating the Columbus, Indiana and region's community learning system with economic growth and a high quality of life. CEC and RWB-9 work with CEC Eco15 to jointly apply for grants and to partner on educational and employer initiatives.	Grants, WorkOne Clients, Employers
South Central Indiana Economic Development	The consortium's mission is to market and advertise the benefits of locating within South Central Indiana, and to undertake additional activities leading to steady job growth and a diversified employer base. RO business consultant works with consortium in providing DWD business services	Staff serves on RWB9;
Southeast Indiana Growth Alliance	The mission of the Alliance is market Southeast Indiana's resources and benefits for corporate and commercial expansion and development leading to steady job growth and a diversified employer base. RO business consultant works with the Alliance in providing DWD business services.	Ex. Director services on RWB9
Local Economic Development Organizations	REACH is partnered with all Economic Development Organizations in Region 9. Working closely with EDO's and partnering on projects we help local companies achieve their goals while helping to strengthen the regional economy, Franklin County Economic Development Commission, Switzerland County Economic Development Corporation, Jackson County Industrial Development Corporation, Columbus Economic Development Board, Jennings County Economic Development Corporation, Ohio County Economic Development Corporation, Economic Development Partners of Jefferson County, Greensburg-Decatur County Economic Development, Dearborn County Economic Development Corporations.	Our customers and the EDO's customers and interests are one and the same. We partner, on a project basis, a variety of activities designed to attract business to the region, and help companies achieve success.

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Chambers of Commerce	REACH has membership in the eight existing Chambers in Region 9. We are partnered to assist the Chambers in promoting, informing, educating and assisting members in achieving business success.	Our customers and the Chambers customers and interests are one and the same. We engage in business to business networking partnerships to share products and services to help Region 9 businesses succeed.
SIHRA	Southeastern Indiana Human Resources Association serves the needs of the HR management professional by providing the most essential and comprehensive set of resources available to HR professional.	An RO staff member functions as the Director of Workforce Development for the SIHRA board in order to provide workforce development strategies and outreach of DWD services to members of the organization.
Ivy Tech Community College	Ivy Tech Community College is the nation's largest state-wide community college with single accreditation. It is the state's largest public post-secondary institution serving nearly 200,000 students a year. Ivy Tech Community College's Department of Workforce and Economic Development offers local, affordable solutions for Indiana business and industry training needs.	Work One Clients, Employers
Employers First Regional Workforce Network	The regional employers' first source for solutions to their workforce challenges of today and tomorrow. A proposed opportunity for Ohio, Kentucky, and Indiana to form a tri-state workforce region to be recognized as a Workforce Service Area by the Department of Labor.	RWB-9, Northern Kentucky WIB, Southwest Ohio Region WIB, Workforce One Investment Board of Southwest Ohio, and the Northern Kentucky Chamber of Commerce.
Central Indiana Regional Workforce Board	This regional workforce board serves 8 counties in Central Indiana, operating the one-stop system. Region 5 shares the same Regional Operator with Region 9. The RO has applied for federal grants that, if awarded, would serve both Region 5 and 9.	WorkOne Clients, Employers, Grants
Jennings County Council of Domestic Violence	Jennings County Council for Domestic Violence is recipient of Workforce Board Funding. Grant pays for computers in the center, providing victims access to Job Searches so victims can search for work in a secure location.	WIA Clients
ABE Regional Consortium	There are 3 Adult Education providers in Region 9 that work together to serve clients who need ABE and WorkOne services. This partnership shares best practices in the delivery of services. Partners include: Southeastern Career Center, McDowell Education Center, North Vernon Education and Training Center, DWD, and REACH.	WIA Clients, ABE Students,

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<p>Southeastern Career Center</p>	<p>The Southeastern Career Center provides students with technical skills integrated with academic knowledge while promoting work ethics, citizenship, and self-esteem to prepare them for careers in business and industry. In addition, they provide them a foundation for post secondary education and advanced technical training. SCC and RWB-9 share interest in programs that prepare students for post secondary education and advanced training. SCC now offers classes at Greensburg, Madison, and Lawrenceburg WorkOne.</p>	<p>High schools, employers, and Post Secondary Institutions, WorkOne Clients</p>
<p>C-4 Columbus Area Career Connection</p>	<p>C-4 is a voc/Tech school that serves students in grades PK, K-12 and serves the following counties; Brown, Bartholomew, Jackson, and Decatur. WIA Youth money helps pay for additional fees for elig. youth associated with some of their classes.</p>	<p>WorkOne Clients, Serves WIA youth. REACH and WorkOne Staff serve on regional partnership board.</p>
<p>McDowell Learning Center</p>	<p>McDowell learning center provides Adult Basic Education Instruction, English as a Second Language Courses, and alternative high school options for youth and adults.</p>	<p>WIA Adults/WIA Youth REACH staff attend consortium meetings. Offers co-located ABE classes in Seymour and Columbus WorkOne offices.</p>
<p>High Schools</p>	<p>WIA Youth staff provides WIA services to youth in the following high schools during resource periods or lunch. RWB 9 supports the awareness of Dream It Do It. through the Champion project in the local high schools.</p> <p>Batesville Community School Corp Brownstown County Com School Corp C4 Columbus East Columbus North Crothersville High School East Central High Franklin Co. High Greensburg Jac-Cen-Del High Jennings County High School Lawrenceburg High Madison High School Medora High School Milan High North Decatur</p>	<p>WIA Youth</p>

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	<p>Oldenburg Academy</p> <p>Rising Sun High</p> <p>Seymour High School</p> <p>Shawe Memorial High School</p> <p>South Dearborn High</p> <p>South Decatur</p> <p>South Ripley High</p> <p>Southeastern Career Center</p> <p>Switzerland Co. High</p>	
Department of Corrections	<p>WorkOne Jefferson County works in partnership with the facility getting inmates ready for release prepared for job interviews and completing applications along with informing the inmates of WorkOne services.</p>	WorkOne WIA Adults
Eastern Indiana Area Health Education Center	<p>The goal of EI-AHEC is to partner with schools, hospitals, health care providers, universities, business and development leaders." The vision of an AHEC is to create an identified pipeline of students interested in health care professions and provide resources to make their educational pathway as clear as possible." AHECs have a special focus on getting minority and disadvantaged students into health careers, thereby raising workforce skills in populations that might not otherwise gain that opportunity. AHEC is a non-profit organization funded by local in-kind contributions, state funding, and federal funding.</p>	WIA Youth, REACH Staff serves on Board
Jennings County Education Center	<p>Provides ABE/GED classes in North Vernon WorkOne building. JCEC delivers education tailored to the nontraditional learner. Quality work based on core curriculum, individual mentoring, service learning, and life coaching prepare students to meet real world challenges.</p>	WIA Youth/ WIA Adults Co-Located with North Vernon WorkOne
Southeastern Indiana ISTEM	<p>Southeast Indiana I-STEM is collaborative group comprised of university faculty, industry, and community organizations in southeast Indiana working together to achieve the goal of improving P-16 education in STEM-related fields.</p>	WIA Youth, REACH Staff serves as member of the advisory committee.
Bartholomew County Youth Services Center	<p>Youth Advisors in Bartholomew County provide WorkOne services to youth who are repeat offenders participate in the day treatment program.</p>	WIA Youth

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Department of Child Services	WIA Youth staff participate in regional team meetings to develop plans and deliver service for foster care youth who are transitioning out of the system.	WIA Youth
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Attachment F

BUDGETS

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WIB/Regional Workforce Board: Region 9						
Budget FY: 2011	WIA Admin				Other	TOTAL
	(Adult/Dislocated Worker/Youth)				From DWD	
Administration						
Wages & Benefits	\$	32,753	\$	15,000	\$	47,753
Travel - In-State	\$	2,500			\$	2,500
Travel - Out-of-State	\$	3,000			\$	3,000
Supplies	\$	200			\$	200
Equipment (Purchase)					\$	-
Equipment (Rental)					\$	-
Overhead (Rent, Utilities, etc.)	\$	12,390			\$	12,390
Meeting Expense					\$	-
Contractual (Fiscal Agent, Legal, etc.)	\$	158,474	\$	8,847	\$	167,321
	Adult	Dislocated Worker	Youth		Other	TOTAL
			In-School	Out-of School	From DWD	
TOTAL Allocated ADMINISTRATION	\$ 69,392	\$ 77,170	\$ 50,642	\$ 21,704	\$ 23,847	\$ 242,754
Program						
Internal Costs						
Wages & Benefits	\$ 176,593	\$ 141,947	\$ 78,387	\$ 33,594	\$ 120,000	\$ 550,522
Travel - In-State	\$ 8,260	\$ 6,640	\$ 5,670	\$ 1,830		\$ 22,400
Travel - Out-of-State	\$ 2,000	\$ 2,000	\$ 4,270	\$ 600		\$ 8,870
Supplies	\$ 304	\$ 256	\$ 168	\$ 72		\$ 800
Equipment (Purchase)	\$ -	\$ -	\$ -	\$ -		\$ -
Equipment (Rental)	\$ -	\$ -	\$ -	\$ -		\$ -
Overhead (Rent, Utilities, etc.)	\$ 21,447	\$ 18,061	\$ 11,852	\$ 5,080	\$ 300,136	\$ 356,576
Meeting Expense	\$ -	\$ -	\$ -	\$ -		\$ -
Other	\$ 87,389	\$ 80,814	\$ 73,072	\$ 23,031		\$ 264,306
TOTAL Internal - Program	\$ 295,993	\$ 249,718	\$ 173,419	\$ 64,207	\$ 420,136	\$ 1,203,474
TOTAL Contracted	\$ -	\$ -	\$ -	\$ -	\$ 232,889	\$ 232,889
TOTAL PROGRAM	\$ 295,993	\$ 249,718	\$ 173,419	\$ 64,207	\$ 653,025	\$ 1,436,363
TOTAL AGENCY	\$ 365,385	\$ 326,888	\$ 224,061	\$ 85,911	\$ 676,872	\$ 1,679,117

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Service Provider: River Valley Resources						
Budget FY: 2011	VIA Admin (Adult/Dislocated Worker/Youth)			Other From DWD	TOTAL	
Administration						
Wages & Benefits					\$	-
Travel					\$	-
Supplies					\$	-
Equipment (Purchase)					\$	-
Equipment (Rental)					\$	-
Overhead (Rent, Utilities, etc.)					\$	-
Contractual					\$	-
	Adult	Dislocated Worker	Youth In-School Out-of School		Other From DWD	TOTAL
TOTAL Allocated ADMINISTRATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program						
Internal Costs						
Wages & Benefits	\$ 268,876	\$ 354,414				\$ 623,290
Travel	\$ 5,375	\$ 7,125				\$ 12,500
Supplies						\$ -
Equipment (Purchase)						\$ -
Equipment (Rental)						\$ -
Overhead (Rent, Utilities, etc.)	\$ 18,107	\$ 22,001				\$ 40,108
Other	\$ 1,322	\$ 1,734				\$ 3,056
TOTAL Internal - Program	\$ 293,680	\$ 385,274	\$ -	\$ -	\$ -	\$ 678,954
Contractual						
Core Services						\$ -
Orientations						\$ -
Workshops						\$ -
Individual Intensive Services						\$ -
Direct Training Services						\$ -
Supportive Services						\$ -
TOTAL Contracted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PROGRAM	\$ 293,680	\$ 385,274	\$ -	\$ -	\$ -	\$ 678,954
TOTAL AGENCY	\$ 293,680	\$ 385,274	\$ -	\$ -	\$ -	\$ 678,954

Attachment G

Region 9 Workforce Board Reimbursement and Travel Policy

General

Reimbursements for expenses (other than auto-mileage) will only be made upon presentation of documentation of actual amounts and nature of expense. Such documentation includes, vendor receipts, invoices or confirmation from vendors.

Only reasonable expenses directly related to Regional Workforce Board business will be reimbursed.

Additional requirements and limitations are presented below.

Items included in Lodging

1. The actual cost of a room or accommodations furnished, including all local taxes.
2. In no cases will a charge be approved that exceeds the single person occupancy rate.
3. If two claimants share a room, the total room charge cannot be claimed by both people; each person must request a hotel bill be issued in his or her own name.
4. If the expense of the lodging is being paid in total by the claimant but is for lodging for one or more additional persons, a separate bill need not be issued.

Receipts Required

When subsistence is claimed for overnight travel, attach a paid lodging receipt or other paid receipt showing dates, name and address of place of lodging, and a proper acknowledgement of payment signed by a representative of the place of lodging to the claim. Reimbursement for lodging subsistence cannot be approved without acceptable proof of expenditures. The normal credit card ticket is not considered an acceptable receipt for lodging. Cab fares, limousine fares, bus fares, registration fees, parking fees at airport terminals and similar expenses require receipts.

No Reimbursement for Guests or Others

All Board members requesting reimbursement for travel expenses may claim only their own expenses. No reimbursement for expenses for guests will be made.

Authorization of Extraordinary Travel or Expenses

The Board Chair and or Chair of the Finance Committee are responsible for the prior authorization of travel.

Mileage

Mileage reimbursement will be paid at the current IRS rate. This rate includes all expenses for such transportation.

Travel by Air

Travel by air is a reimbursable expense provided that proper evidence of such air travel is attached to the Travel Voucher. Board members are required to travel by coach or tourist rate.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

Car Rental

The cost of renting an automobile while on out-of-state travel may be reimbursed when suitable local transportation is not available or when such rental is more advantageous to the Regional Workforce Board than the use of taxis or other local transportation due to routing or time factors.

Taxi Fare

Taxi fare and the cost of other local public transportation are allowable for official travel when supported by proper receipts.

Toll Roads

Toll charges for travel on toll roads are reimbursed for authorized travel when toll receipts are presented.

Parking Charges

Parking charges are reimbursed for authorized travel when proper receipts are presented.

Registration Fees

Registration fees for attendance at meetings may be paid based upon acceptable documentation.

Attachment H

LOCAL ELECTED OFFICIALS' AGREEMENTS CHIEF COUNTY ELECTED OFFICIAL AGREEMENT

DRAFT

LOCAL ELECTED OFFICIALS AGREEMENT Bartholomew County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Bartholomew County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Bartholomew County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). In Bartholomew County the second or third class city with a population of 5,000 or more is Columbus.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Bartholomew County is Paul Franke.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

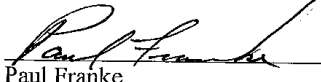
This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

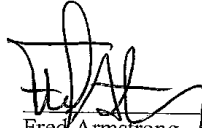
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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

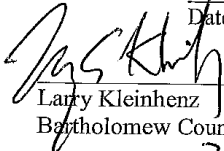
The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:


Paul Franke
Bartholomew County Commissioner
2/26/09
Date


Fred Armstrong
Mayor of Columbus
2/23/09
Date


Carl Lienhoop
Bartholomew County Commissioner
2/24/09
Date


Larry Kleinhenz
Bartholomew County Commissioner
2/26/09
Date

LOCAL ELECTED OFFICIALS AGREEMENT Dearborn County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Dearborn County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Dearborn County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). Currently, there are no second or third class cities in Dearborn County with populations of 5,000 or more.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Dearborn County is Jeff Hughes.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

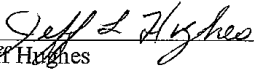
This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011


The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:



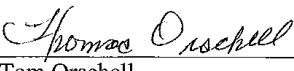
Jeff Hughes
Dearborn County Commissioner
3-3-09

Date



Ralph Thompson
Dearborn County Commissioner
3-3-09

Date



Tom Orschell
Dearborn County Commissioner
3/3/09

Date

LOCAL ELECTED OFFICIALS AGREEMENT Decatur County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Decatur County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Decatur County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). In Decatur County the second or third class city with a population of 5,000 or more is Greensburg.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Decatur County is Mark Noble.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

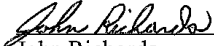
This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

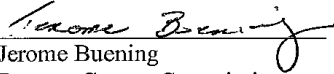
SIGNATURES:




John Richards
Decatur County Commissioner
3/2/2009
Date



Gary Herbert
Mayor of Greensburg
2-23-2009
Date



Jerome Buening
Decatur County Commissioner
3/2/09
Date



Rick Nobbe
Decatur County Commissioner
MARCH 2, 2009
Date

LOCAL ELECTED OFFICIALS AGREEMENT Franklin County

This Agreement is made and entered into by and between the Local Elected Officials ("LEOs") in Franklin County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Franklin County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the "LEO Body"). Currently, there are no second or third class cities in Franklin County with populations of 5,000 or more.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the "Chief Elected Official" or "CEO"). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official ("Regional CEO") from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO's home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board ("RWB") in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county's LEO Body, with each county's CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Franklin County is Donald Vandermaelen.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:

Donald VonderMuelen
Donald VonderMuelen
Franklin County Commissioner
4-27-09
Date

Eric Roberts
Eric Roberts
Franklin County Commissioner
Apr. 27, 2009
Date

Thomas Wilson
Thomas Wilson
Franklin County Commissioner
4-27-09
Date

LOCAL ELECTED OFFICIALS AGREEMENT Jackson County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Jackson County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Jackson County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). In Jackson County the second or third class city with a population of 5,000 or more is Seymour.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Jackson County is Mayor Craig Luedeman.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment


This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

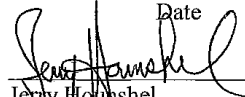
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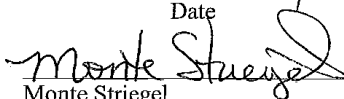
REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

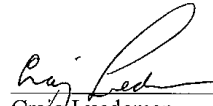
The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:


John Schafstall
Jackson County Commissioner
March 3 09
Date


Jerry Houshel
Jackson County Commissioner
3-3-09
Date


Monte Striegel
Jackson County Commissioner
3-3-09
Date


Craig Luedeman
Mayor of Seymour
2-25-09
Date

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

INTERIM AGREEMENT Regional CEO for Indiana Economic Growth Region 9

I, Mark Cash, of Jefferson County, Indiana, do hereby agree to serve as the Interim Regional Chief Elected Official ("Regional CEO") for Indiana Economic Growth Region 9 ("Region 9") until the official Regional CEO has been selected by Region 9's Executive Council of Chief Elected Officials (the "Executive Council").

As the Interim Regional CEO, I agree to act in accordance with the provisions of the Workforce Investment Act, the Regional Workforce System requirements at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations.

Duties and Responsibilities

As the Interim Regional CEO, I understand and agree that I am responsible for the following activities:

- Interacting with the CEOs of each County on matters concerning the Regional Workforce Board, including RWB vacancies that may require specific county appointments;
- Acting as a contact person for all Executive Council business and signing all contracts/grant agreements not requiring full Executive Council approval;
- Signing all necessary documents representing the actions approved by the Executive Council;
- Serving before the Regional Workforce Board and, along with the Regional Workforce Board Chairperson, updating the Executive Council on workforce development activities and issues for Region 9.

Period of Agreement

This Agreement shall be in effect from January 1, 2009 and remain effective until an official Regional CEO has been selected for Region 9, at which point this Agreement shall automatically terminate.

By signing below, I understand and agree to serve as Region 9's Interim Regional CEO.

SIGNATURE:

Mark Cash

Mark Cash

Jefferson County Commissioner

3-6-09

Date

LOCAL ELECTED OFFICIALS AGREEMENT Jefferson County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Jefferson County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Jefferson County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). In Jefferson County the second or third class city with a population of 5,000 or more is Madison.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Jefferson County is Mark Cash.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

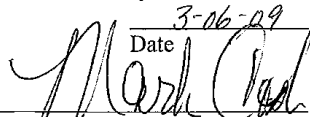
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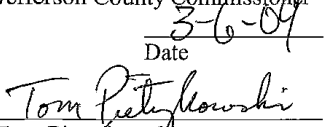
REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

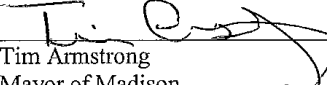
The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:


Julie Berry
Jefferson County Commissioner


Date 3-06-09
Mark Cash
Jefferson County Commissioner


Date 3-6-09
Tom Pietrykowski
Jefferson County Commissioner
Date 3-6-09


Tim Armstrong
Mayor of Madison
Date 3-8-09

LOCAL ELECTED OFFICIALS AGREEMENT

Jennings County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Jennings County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Jennings County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). In Jennings County the second or third class city with a population of 5,000 or more is North Vernon.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) -(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Jennings County is _____.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:

Jeff Day
Jennings County Commissioner

Date

Harold Campbell
Mayor of North Vernon

Date

Richard Schneider
Jennings County Commissioner

Date

Jeff Barger
Jennings County Commissioner

Date

LOCAL ELECTED OFFICIALS AGREEMENT Ohio County

This Agreement is made and entered into by and between the Local Elected Officials (“LEOs”) in Ohio County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Ohio County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the “LEO Body”). Currently, there are no second or third class cities in Ohio County with populations of 5,000 or more.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the “Chief Elected Official” or “CEO”). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official (“Regional CEO”) from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board (“RWB”) in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county’s LEO Body, with each county’s CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Ohio County is Commissioner Todd Walton. 912 Burgess Ave. R. S 47040
Home phone # (812) 438-4346

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

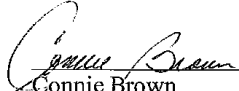
This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

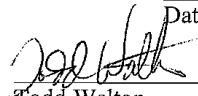
The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:



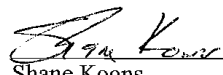
Connie Brown
Ohio County Commissioner
3-17-09

Date



Todd Walton
Ohio County Commissioner
3-17-09

Date

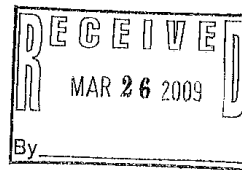


Shane Koons
Ohio County Commissioner
3/17/09

Date

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

LOCAL ELECTED OFFICIALS AGREEMENT Ripley County



This Agreement is made and entered into by and between the Local Elected Officials ("LEOs") in Ripley County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Ripley County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the "LEO Body"). In Ripley County the second or third class city with a population of 5,000 or more is Batesville.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the "Chief Elected Official" or "CEO"). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official ("Regional CEO") from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO's home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board ("RWB") in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county's LEO Body, with each county's CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

*Send a copy
to Workforce*

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

- Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) –(d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Ripley County is Robert Reiners.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:

Robert Reiners
Robert Reiners
Ripley County Commissioner
3-9-09
Date

Richard Fledderman
Richard Fledderman
Mayor of Batesville

Date

Mark Busching
Mark Busching
Ripley County Commissioner
3-9-09
Date

Gerald Stutler
Gerald Stutler
Ripley County Commissioner
3-9-09
Date

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

03/02/2009 MON 14:19 FAX 812 427 3497 Switzerland Co DCS

003/005

Mar 02 09 01:54p TCC

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P. 3

LOCAL ELECTED OFFICIALS AGREEMENT Switzerland County

This Agreement is made and entered into by and between the Local Elected Officials ("LEOs") in Switzerland County of Indiana Economic Growth Region 9 to set forth the procedures that shall govern LEOs and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations. The LEO body of Switzerland County shall include all County Commissioners and include Mayors of cities that are 2nd or 3rd class cities with a population of 5,000 or more, (collectively, the "LEO Body"). Currently, there are no second or third class cities in Switzerland County with populations of 5,000 or more.

I. Selection of the Chief Elected Official to Represent the County

The LEO Body shall select from among them an Elected Official to represent their interests before the Regional Workforce Board (the "Chief Elected Official" or "CEO"). On behalf of his/her county, the CEO will serve on an Executive Council with other CEOs from Region 9. The Executive Council of CEOs will select a Regional Chief Elected Official ("Regional CEO") from its own members to represent the Council on matters concerning the Regional Workforce Board. The CEO will act as the liaison for the county s/he represents. Nothing in the Agreement shall prohibit the CEO from also serving as the Regional CEO. The CEO shall serve a two-year term, with no limit on the number of consecutive or non-consecutive terms served.

II. Duties of the Chief Elected Official Representing the County

The CEO is responsible for:

- Entering into a Chief Elected Officials Agreement with other CEOs of Region 9 to establish responsibilities and actions as it pertains to the Workforce Investment Act and RWB;
- Providing guidance to the RWB as a member of the Executive Council;
- Communicating updates and changes concerning the activities of the RWB to the LEOs of his/her County;
- Participating in the selection of the Regional CEO;
- Notifying the LEOs of his/her County about a vacancy on the Regional Workforce Board that requires their appointment.

In the event the CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO's home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

III. Selection of Regional Workforce Board Members

Each county shall appoint members of the Regional Workforce Board ("RWB") in compliance with IC 22-4.5-7-2 and state policies adopted by the Indiana Department of Workforce Development. The RWB shall consist of at least 9, but no more than 16 members.

Pursuant to the above cited Indiana code, each county shall appoint one business representative to the RWB pursuant to IC 22-4.5-7-2(b)(1) and (e)(1). Such appointment shall be made by majority agreement of each county's LEO Body, with each county's CEO being the formal appointing authority (for verification/signature purposes as noted below). Business representatives will serve at the pleasure of the CEO.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

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P. 4

- o Business representatives shall be (1) owners of businesses, chief executives, or operating officers of businesses, and other business executives or employers with optimum policy making or hiring authority; or (2) representatives of businesses with employment opportunities that reflect the employment opportunities of the Regional Workforce Area.

For the purpose of verifying RWB appointments, the signature of each county's CEO will suffice, unless such appointment has specifically been delegated to the Mayors for nonbusiness representative appointments, as delineated in IC 22-4.5-7-2(b)(2) - (d), in which case the signature of the respective Mayor(s) is required.

IV. Other Responsibilities

As their schedules permit, all LEOs are encouraged to attend Regional Workforce Board meetings, and meet with their Board representatives and Board chairperson for updates on progress and actions in improving workforce development for the employers and citizens of Region 9. LEOs may request, individually or collectively, information from the Regional Workforce Board and may request such information to be delivered in person and/or in writing.

V. Conflict of Interest

In all appointments made under this Agreement, so as to avoid any potential conflicts of interest, all parties shall adhere to the provisions of IC 22-4.5-7 and the conflict of interest policy standards as issued by the Indiana Department of Workforce Development.

VI. Authority to Act

This Agreement must be signed by each member of the LEO Body (all County Commissioners and the Mayor of each 2nd or 3rd class city with a population of 5,000 or more). By signing this agreement, the LEO Body approves the Chief Elected Official to act on their behalf. The Chief Elected Official selected for Switzerland County is Brian Morton.

VII. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VIII. Period of Agreement

The period of this Agreement shall be from January 1, 2009 through December 31, 2010.

IX. Amendment

This Agreement may be amended at any time by written request to the CEO, who will set up a process of voting on the change. Changes in federal or state legislation affecting the Workforce Investment Act may require a modification to this Agreement. A modification of the Agreement requires a majority vote of the LEO Body.

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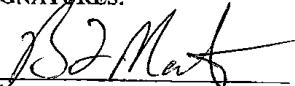
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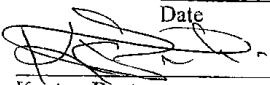
P. 5

The parties, having entered into this Local Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

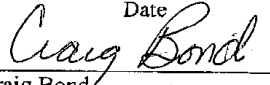
SIGNATURES:



Brian Morton
Switzerland County Commissioner

Date


Kenton Banta
Switzerland County Commissioner

Date


Craig Bond
Switzerland County Commissioner
4-20-09

Date

CHIEF ELECTED OFFICIALS AGREEMENT Economic Growth Region 9

This Agreement is made and entered into by and between the designated Chief Elected Officials from the counties of Bartholomew, Dearborn, Decatur, Franklin, Jackson, Jefferson, Jennings, Ohio, Ripley, and Switzerland counties, as well as the mayors of Columbus, Seymour, Madison, and Greensburg in Indiana Economic Growth Region 9 (individually, “CEOs”, collectively, the “Executive Council”) to set forth the procedures that shall govern the Executive Council and their responsibilities and actions pursuant to the provisions of the Workforce Investment Act, the Regional Workforce System requirements at IC 22-4.5-7, and all other applicable federal and state statutes, rules, and regulations.

I. Operation of the Executive Council and Selection of Regional Chief Elected Official

Together, the CEOs will operate as an Executive Council and will meet at least once per year, with each CEO serving a two-year term. There is no limit on the number of consecutive or non-consecutive terms a CEO may serve on the Council. Members of the Executive Council shall adhere to the duties and responsibilities of CEOs as described in the Local Elected Officials Agreements (the “County Agreements”), incorporated herein by reference.

In the event a CEO determines the need to utilize a proxy to the Executive Council on his/her behalf, the proxy designation must be in writing and care should be exercised to ensure that no conflict of interest is created by such designation. Proxy options include, at the discretion of the CEO: (1) another LEO from either the CEO’s home county or another county if only one LEO exists in the home county or (2) the Business Representative appointed by the LEO Body.

The Regional Chief Elected Official (“Regional CEO”) will be selected by the members of the Executive Council and will serve a two-year term. There is no limit on the number of consecutive or non-consecutive terms the Regional CEO may serve.

II. Duties and Responsibilities of the Regional CEO

The Regional CEO will be responsible for interacting with the CEOs of each County on matters concerning the Regional Workforce Board. The Regional CEO shall be authorized to act as a contact person for all Executive Council business and to sign all contracts/grant agreements not requiring full Executive Council approval. Additionally, the Regional CEO will have the authority to sign all necessary documents representing the actions approved by the Executive Council. The Regional CEO serves before the Regional Workforce Board and is responsible, along with the Regional Workforce Board Chairperson, for updating the Executive Council on workforce development activities and issues for Region 9.

The Regional CEO selected for Region 9 is

Craig Luedeman

III. RWB Appointments

For purposes of filling vacancies and appointing members to the RWB, the RWB shall consist of at least 9, but no more than 16 members, appointed as follows:

- **Business Representative Appointments.** Each county shall appoint one business representative to the RWB, as described in the County Agreements.
- **Nonbusiness Representative Appointments.** The Region 9 RWB shall include 4 nonbusiness representatives. Applicable mayors in Region 9 shall appoint one nonbusiness representative from each of the following four categories: an economic development agency, a local educational entity, a community or faith-based service organization, or a labor organization, as delineated in IC 22-4.5-7-2(b)(2). In Region 9, the mayors of the following cities, in order of current

population sizes, will each appoint one nonbusiness representative to the RWB, pursuant to IC 22-4.5-7-2(c): (1) Columbus, (2) Seymour, (3) Madison, and (4) Greensburg.

As of the date of this Agreement, the Region 9 RWB consists of 14 members. If all business and nonbusiness representative appointments result in less than the allowable 16 members of the RWB, the Executive Council may elect to increase the membership base of the RWB by making additional appointments pursuant to IC 22-4.5-7-2(f).

IV. Authority to Act

Each CEO signing on behalf of a given county has obtained the necessary approvals, via the County Agreement, from the LEOs to so act. Hence, this Agreement shall be signed only by the designated CEO from each County, as well as the mayors of Columbus, Seymour, Madison, and Greensburg.

V. Counterparts

This Agreement may be executed in separate counterparts, each of which when so executed shall be an original and all of which together shall constitute one and the same agreement.

VI. Period of Agreement

The period of this Agreement shall be from July 1, 2009 through June 30, 2011.

VII. Amendment

This Agreement may be amended at any time by written request to the Regional CEO, who will set up a process of voting on the change. Changes in state or federal legislation affecting the Workforce Investment Act may require a modification to this Agreement. Any other modifications to this Agreement require a majority vote of the Executive Council.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

The parties, having entered into this Chief Elected Officials Agreement, do by their respective signatures below hereby agree to the terms thereof.

SIGNATURES:

Paul Fromme
CEO, Bartholomew County

Date

Jeff L. Hughes
CEO, Dearborn County
5/28/09

Date

Robert M. Nobly
~~Robert M. Nobly~~
CEO, Decatur County
5-28-09

Date

Em
CEO, Franklin County
May 28, 2009

Date

Glen
CEO, Jackson County
5-28-2009

Date

Mayor, Columbus

Date

Tim Armstrong
Mayor, Madison
5/28/09

Date

Mark Cash
CEO, Jefferson County
5/28/09

Date

David M. Bell
CEO, Jennings County
5/28/09

Date

CEO, Ohio County
Date

CEO, Ripley County
Date

CEO, Switzerland County
Date

(Craig Luedeman)
Mayor, Seymour

Date

Sammy Z. McKel
Mayor, Greensburg
5-28-09

Date

ATTACHMENT I

Region 9 Workforce Board By-Laws

DRAFT

**THIRD AMENDMENT
BYLAWS
of the
INDIANA REGION 9 WORKFORCE BOARD, INC.**

This THIRD AMENDMENT is made this 12th day of December, 2008 by a motion voted and approved at the Board meeting of the Indiana Region 9 Workforce Board, Inc. (the "Board") in Madison, Indiana, at which a quorum was present. Enactment of this Amendment follows submission of the motion voted and approved at the July 18, 2008 Board meeting in Rising Sun, Indiana, at which a quorum was present.

RECITALS

The Indiana Region 9 Workforce Board, Inc. adopted Bylaws on June 16, 2006 for the governance of the corporation. The Board has agreed to amend these Bylaws by executing this THIRD AMENDMENT as follows:

1. Article IV, Section 3 of the Bylaws, entitled "Board of Directors" and "Removal" respectively, is hereby amended to add a sentence allowing for excused absences from certain meetings. Article IV, Section 3 shall now read in its entirety (*emphasis added*):

Section 3. Removal. Any Director may be removed, either with or without cause as provided by law, at a special meeting called by the Regional Elected Officials. The membership of a Director shall be considered lapsed if a Director misses more than three (3) consecutive regularly scheduled committee, council, and/or full Board meetings during the program year of July 1 – June 30. **However, such absences shall not count against a Director if the Director notifies the Board Chair, or the Board's office, in advance of his/her inability to attend a certain meeting.** Such lapses shall be reported to the Director's appointing Local Elected Officials for action.

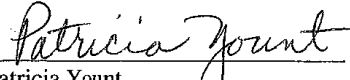
2. Accordingly, Article IV, Section 12 shall be amended to read in its entirety (*emphasis added*):

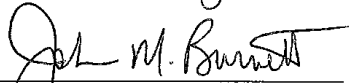
Section 12. Attendance at a majority of scheduled Board meetings in each year shall be required for continued service. Waiver of this requirement for cause shall be granted by unanimous vote of Directors present at a regular Board meeting. **A Director's absences shall be governed as described above in Section 3 of this Article, which allows for excused absences under certain circumstances.**

This Amendment has been adopted in accordance with the Bylaws of the Indiana Region 9 Workforce Board, Inc.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

Approved:


Patricia Yount


John Burnett


Beth Blasdel


Jackie Hill

James Rene Stivers


Mike Rowland

Larry Cummins


Ron Timms


Rick Bryant

Carla Enzinger


Jeanie Scofield


Don Heiderman

Peter Chu


Marty Hon

RESOLUTION

No. 2008 – 2

Indiana Region 9 Workforce Board, Inc.

At the meeting of the Board of Directors of the Indiana Region 9 Workforce Board, Inc. on July 18, 2008, the following resolution, after initial proposal at the June 20, 2008 Board meeting, was approved by the Board:

WHEREAS the Indiana Region 9 Workforce Board, Inc. (the “Board”) operates under adopted Bylaws; and

WHEREAS since the adoption of such bylaws certain circumstances have arisen that necessitate the addition of a new officer position; now, therefore, be it

RESOLVED by the Indiana Region 9 Workforce Board that the bylaws be amended to add the following position:

- Immediate Past Chair

Signed:


Patricia M. Yount, Chair

AYES: 10
NAYS:
ABSENT: 4
ABSTAIN:

**SECOND AMENDMENT
BYLAWS
of the
INDIANA REGION 9 WORKFORCE BOARD, INC.**

This SECOND AMENDMENT is made this 18th day of July, 2008, by resolution voted and approved at the Board meeting of the Indiana Region 9 Workforce Board, Inc. (the "Board"), held in Rising Sun, Indiana, at which a quorum was present.

RECITALS

The Indiana Region 9 Workforce Board, Inc. adopted Bylaws on June 16, 2006 for the governance of the corporation. The Board has agreed to amend these Bylaws by executing this second amendment as follows:

1. Article V of the Bylaws, entitled "Officers", is hereby amended to insert a new Section 3, (effectively renumbering existing Sections 3, 4, and 5) to read in its entirety:

Section 3. Immediate Past Chair. The Immediate Past Chair shall support and assist the current Chairperson and the Board of Directors to ensure continuity from one administration to the next.

2. Original Sections 3, 4, and 5 will now be Sections 4, 5, and 6, newly labeled as follows:

Section 4. Vice President.

Section 5. Secretary/Treasurer.

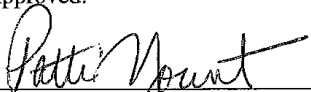
Section 6. Other Officers.

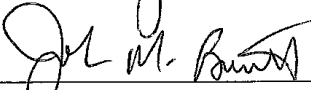
This Amendment has been adopted in accordance with the Bylaws of the Indiana Region 9 Workforce Board, Inc.


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REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

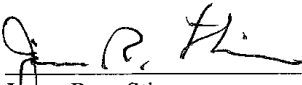
Approved:


Patti Yount

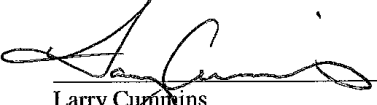

John Burnett

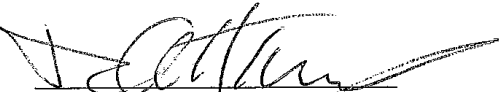

Beth Blasdel

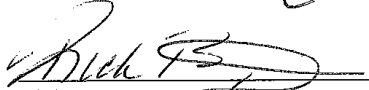
Jackie Hill


James Rene Stivers

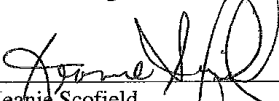
Mike Rowland


Larry Cummins


Ron Timms

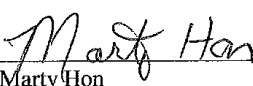

Rick Bryant

Carla Enzinger


Jeanie Scofield


Don Heiderman

Bob Tedesco


Marty Hon

First Amendment

to

BY LAWS

OF

INDIANA REGION 9 WORKFORCE BOARD, INC.

This Amendment is made this 21st day of September, 2007, by resolution voted and approved at duly called board meeting of the Indiana Region 9 Workforce Board, Inc., held in Columbus, Indiana, at which a quorum was present.

Recitals

Indiana Region 9 Workforce Board, Inc. adopted By Laws on June 16, 2006 for the governance of the corporation. The Indiana Region 9 Workforce Board, Inc. has agreed to amend these By Laws by executing this first amendment thereto.

1. Article IV of the By Laws, entitled "Board of Directors", are hereby amended to add a new Section 13 to read in its entirety:

Article IV. Section 13.

Unless a director has resigned, a sitting director shall continue to serve as a director until such time as his/her replacement is named by the appropriate appointing parties.

The rest of this page is purposely left blank.

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

Page 2
First Amendment to By laws

Ron Timms

John Burnett

Patti Yount

Rick Bryant

Beth Blasdel

Jeanie Scofield

Bob Tedesco

Carla Enzinger

Jackie Hill

Don Heiderman

Jim Bronchik

James Rene Stivers

Mike Rowland

REGION 9 LOCAL WORKFORCE INVESTMENT PLAN - PY 2011

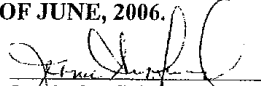
RESOLUTION OF THE INDIANA REGION 9 WORKFORCE BOARD, INC. TO AMEND THE BYLAWS OF THE CORPORATION

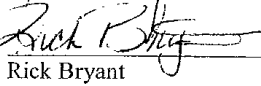
WHEREAS a meeting of the Board of the Indiana Region 9 Workforce Board, Inc. was held on June 16, 2006; and

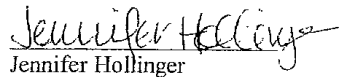
WHEREAS the Board of the Indiana Region 9 Workforce Board, Inc. desire to amend the Bylaws to read as attached hereto as Exhibit "A".

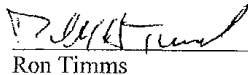
NOW THEREFORE be it hereby resolved that the Board of the Indiana Region 9 Workforce Board, Inc. passes this Resolution to the effect that the Board of the Indiana Region 9 Workforce Board, Inc. repeals the prior Bylaws and adopts the Bylaws to read as attached hereto as Exhibit "A".

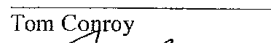
ALL OF WHICH IS AMENDED AND DECREED BY THE BOARD THIS 16th DAY OF JUNE, 2006.

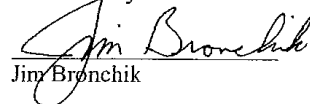

Jeanie Scofield

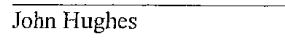

Rick Bryant

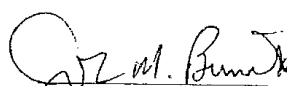

Jennifer Hollinger

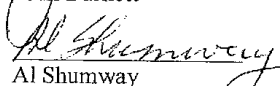

Ron Timms

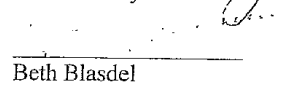

Tom Conroy

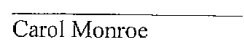

Jim Bronchik

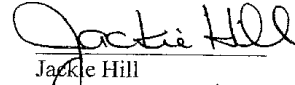

John Hughes

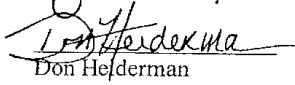

John Burnett

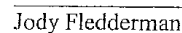

Al Shumway


Beth Blasdel


Carol Monroe


Jackie Hill


Don Heiderman


Jody Fledderman

278671.2
6/14/2006

R9 gross = 40%

**BYLAWS
OF
INDIANA REGION 9 WORKFORCE BOARD, INC.**

**ARTICLE 1
General**

Section 1. Name. The name of the Corporation is Indiana Region 9 Workforce Board, Inc. (the "Corporation").

Section 2. Address. The post office address of the Corporation's initial registered office is 5566 SR 56W, Rising Sun, Indiana 47040. The initial registered agent is Lisa deHart Lehner, 208 Walnut Street, Lawrenceburg, Indiana 47025.

**ARTICLE II
Membership**

The Corporation shall have no members.

**ARTICLE III
Statement of Purpose**

The goal of the Corporation is to effectively plan, implement and oversee the charitable programs and policies as authorized by the Workforce Investment Act of 1998, as amended from time to time, and the Wagner-Peyser Act, as amended from time to time, and other applicable federal, state and local laws and regulations.

**ARTICLE IV
Board of Directors**

Section 1. Generally. The affairs of the Corporation shall be managed, controlled, and conducted by, and under the supervision of, the Board of Directors, subject to the provisions of the Articles of Incorporation and these Bylaws and applicable federal, state and local laws. The

- 1 -

Board of Directors shall have the number of members ("Directors") that complies with the requirements of the Workforce Investment Act of 1998 as amended from time to time, the Wagner-Peyser Act as amended from time to time, and other applicable state, federal and local laws and regulations. The Board of Directors shall have no greater than sixteen (16) members and no less than nine (9) members, as designated by resolution of the Board of Directors from time to time. The number of Directors as of the execution of these Bylaws shall be fourteen (14).

DuPont
→ Section 2. Appointment of Directors. The appointment of members of the Board of Directors shall be governed by the laws of the State of Indiana applying to the Corporation.

Section 3. Removal. Any Director may be removed, either with or without cause as provided by law, at a special meeting called by the Regional Elected Officials. The membership of a Director shall be considered lapsed if a Director misses more than three (3) consecutive regularly scheduled committee, council and/or full Board meetings during the program year of July 1 to June 30. Such lapses shall be reported to the Director's appointing Local Elected Officials for action.

Section 4. Resignation. A Director may resign by delivering written notice to the Board of Directors, the President/Chairperson, or the Secretary/Treasurer of the Corporation. A resignation is effective when delivered unless the notice specifies a later effective date.

40%
Section 5. Quorum and Voting. Unless otherwise provided by applicable law, forty percent (40%) of the Directors in office immediately before a meeting begins shall constitute a quorum for the transaction of any business properly to come before the Board of Directors. Meeting attendance may occur by any means permitted under Indiana law, including but not limited to electronic means. Except as otherwise provided in the Articles of Incorporation or Bylaws, the act of a majority of the Directors present at a meeting at which a quorum is present

shall be the act of the Board of Directors. Each member is entitled to one (1) vote. Votes by the Directors may be cast in any way permitted under Indiana law governing such meetings including, but not limited to, electronic voting.

Section 6. Regular Meeting. The Board of Directors shall hold regular meetings, as fixed by resolution of the Board of Directors, for the purpose of transacting such business as properly may come before the Corporation's Board of Directors. The first regular meeting in the Corporation's fiscal year shall be the annual meeting of the Board of Directors.

Section 7. Special Meetings. Unless otherwise required by law, notwithstanding the preceding Section 6 of this Article IV, the Board of Directors may hold special meetings for any lawful purpose upon proper notice, upon call by the President/Chairperson of the Board of Directors, or by twenty percent (20%) of the Directors then in office. A special meeting shall be held at such date, time, and place within the State of Indiana as is specified in the call of the meeting.

Section 8. Notice of Meetings. Unless otherwise required by law, notice of any special meeting and the purpose thereof of the Board of Directors shall be given at least two (2) days previously thereto by written notice delivered personally or sent by mail, e-mail or telegram to each Director at his/her address as shown by the records of the Corporation. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or these Bylaws.

Section 9. Waiver of Notice. Notice may be waived by a Director in writing, signed by the Director entitled to the notice, and filed with the minutes or the corporate records. Attendance at or participation in any meeting of the Corporation's Board of Directors shall constitute a waiver of notice of such meeting unless the Director shall, at the beginning of the meeting or promptly upon the Director's arrival, object to holding the meeting and does not vote or assent to action taken at the meeting.

Section 10. Means of Communication. Unless otherwise provided by law, the Board of Directors, or a committee thereof, may (a) permit a Director or committee member to participate in a regular or special meeting by or (b) conduct a regular or special meeting through or (c) vote by the use of any means of communication permissible by law by which all Directors or committee members participating may simultaneously hear each other during the meeting including but not limited to electronic means. A Director or committee member participating in a meeting by such means shall be considered present in person at the meeting.

Section 11. Action by Written Consent. Unless otherwise provided by law, any action required or permitted to be taken at any meeting of the Board of Directors, or any committee thereof, may be taken without a meeting if a written consent describing such action is signed by each Director or all committee members, as the case may be, and such written consent is included in the minutes or filed with the corporate records reflecting the action taken. Action taken by written consent shall be effective when the last Director or committee member signs the consent, unless the consent specifies a prior or subsequent effective date. A consent signed as described in this Section 11 shall have the effect of a meeting vote and may be described as such in any meeting document.

Section 12. Attendance at a majority of scheduled Board meetings in each year shall be required for continued service. Waiver of this requirement for cause shall be granted by unanimous vote of Directors present at a regular Board meeting.

ARTICLE V Officers

Section 1. In General. The officers of this Corporation shall be a President/Chairperson, a Vice President/Vice Chairperson, and a Secretary/Treasurer and such other officers as the Board of Directors may otherwise elect. An officer may simultaneously hold more than one (1) office. Each officer shall be elected by the Board of Directors at the annual meeting and shall serve for one (1) year and until the officer's successor is elected and qualified. The President/Chairperson, Vice President/Vice Chairperson, Secretary/Treasurer must be members of the Board. Unless provided otherwise by law, any officer may be removed by the Board of Directors at any time, with or without cause any vacancy occurring in any office shall be filled by the Board of Directors, and the person elected to fill such vacancy shall serve until the expiration of the term vacates. Officers shall be eligible for reappointment for no more than two (2) consecutive years.

Section 2. President. The President shall be referred to as the "Chairperson". The Chairperson shall preside at all meetings of the Board of Directors of the Corporation and shall be responsible for implementation of policies established by the Board of Directors. The Chairperson shall be appointed pursuant to applicable law. The Chairperson shall perform the duties incident to the office of chief executive officer of the Corporation and such other duties as the Board of Directors may prescribe. The Chairperson must represent the business sector and may not serve as Chairperson for more than two (2) consecutive years.

Section 3. Vice President. The Vice President/Vice Chairperson shall act in place of the President/Chairperson and be empowered to perform all acts that the President/Chairperson is authorized to perform in the event of the President/Chairperson's absence or inability to serve. The Vice President/Vice Chairperson shall perform the duties usual to such position and such other duties as the Board of Directors or President/Chairperson may prescribe.

Section 4. Secretary/Treasurer. The Secretary/Treasurer shall perform such duties as directed by the Board of Directors or prescribed by law.

Section 5. Other Officers. Each other officer of the Corporation shall perform such duties as the Board of Directors or President/Chairperson may prescribe.

ARTICLE VI Committees

Section 1. The Board of Directors may, by resolution, designate Directors of the Corporation to constitute an Executive Committee, which, at a minimum, shall include the President/Chairperson, Vice President/Vice Chairperson, and Secretary/Treasurer and which, to the extent provided in such resolution and consistent with Indiana law, shall have and exercise all of the authority of the Board of Directors in the management of the Corporation's affairs during intervals between the meetings of the Board of Directors. The Executive Committee shall be subject to the authority and supervision of the Board of Directors.

Section 2. Other Committees. The Board of Directors may establish other committees, to accomplish the goals and perform the programs of the Corporation. Such committees shall have such responsibilities and powers as the Board of Directors shall specify. Members of such committees may, but need not, exclusively be members of the Board of Directors.

Section 3. General. Forty percent (40%) of the members of any committee shall constitute a quorum and all actions of a committee shall require a majority vote of the committee

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members present at a meeting at which a quorum is present. A committee member appointed by the Board of Directors may be removed by the Board of Directors, with or without cause.

ARTICLE VII Indemnification

Section 1. Indemnification by the Corporation. By the extent not inconsistent with applicable law, every person (and heirs and personal representatives of such person) who is or was a Director, officer, or employee of the Corporation shall be indemnified by the Corporation against all liability and reasonable expense that may be incurred by him or her in connection with or resulting from any claim, action, suit, or proceeding (a) if such person is wholly successful with respect thereof or, (b) if not wholly successful, then if such person is determined as provided in Section 3 of this Article VII to have acted in good faith, in what he or she reasonably believed to be the best interests of the Corporation (or, in any case not involving the person's official capacity with the Corporation, in what he or she reasonably believed to be not opposed to the best interests of the Corporation) and, in addition, with respect to any criminal action or proceeding, is determined to have had reasonable cause to believe that the conduct was lawful (or no reasonable cause to believe that the conduct was unlawful). The termination of any claim, action, suit, or proceeding, by judgment, settlement (whether with or without court approval), or conviction or upon a plea of guilty or of nolo contendere, or its equivalent, shall not create a presumption that a person did not meet the standards of conduct set forth in this Article VII.

Section 2. Definitions.

(1) As used in this Article VII, the terms "claim, action, suit, or proceeding" shall include any threatened, pending, or completed claim, action, suit, or proceeding all appeals thereof (whether brought by or in the right of this Corporation, any other corporation or

otherwise), civil, criminal, administrative, or investigative, whether formal or informal, in which a person (or his or her heirs or personal representatives) may become involved, as a party or otherwise:

- (a) By reason of his or her being or having been a director or officer of the Corporation or of any corporation where he or she served as such at the request of the Corporation, or
- (b) By reason of his or her acting or having acted in any capacity in a corporation, partnership, joint venture, association, trust, or other organization or entity where he or she served as such at the request of the Corporation, or
- (c) By reason of any action taken or not taken by him or her in any such capacity, whether or not he or she continues in such capacity at the time such liability or expense shall have been incurred.

(2) As used in this Article VII, the terms “liability” and “expense” shall include, but shall not be limited to, counsel fees and disbursements and judgment amounts, fines or penalties against, and amounts paid in settlement by or on behalf of, a person.

(3) As used in this Article VII, the term “wholly successful” shall mean

- (a) Termination of any action, suit, or proceeding against the person in question without any finding of liability or guilt against him or her,
- (b) Approval by a court, with knowledge of the indemnity herein provided, of a settlement of any action, suit, or proceeding, or
- (c) The expiration of a reasonable period of time after the making of any claim or threat of any action, suit, or proceeding without the institution of the same, without any payment or promise made to induce a settlement.

Section 3. Entitlement to Indemnification. Every person claiming indemnification hereunder (other than one who has been wholly successful with respect to any claim, action, suit, or proceeding) shall be entitled to indemnification (1) if special independent legal counsel, which may be regular counsel of the Corporation or other disinterested person or persons, in either case

selected by the Board of Directors, whether or not a disinterested quorum exists (such counsel or person or persons being hereinafter called the "Referee"), shall deliver to the Corporation a written finding that such person has met the standards of conduct set forth in the preceding Section I of this Article VII and (2) if the Board of Directors, acting upon such written finding, so determines. The person claiming indemnification shall, if requested, appear before the Referee and answer questions which the Referee deems relevant and shall be given ample opportunity to present to the Referee evidence upon which he or she relies for indemnification. The Corporation shall at the request of the Referee, make available facts, opinions, or other evidence in any way relevant to the Referee's findings which are within the possession or control of the Corporation.

Section 4. Relationship to Other Rights. The right of indemnification provided in this Article VII shall be in addition to any right to which any person may otherwise be entitled.

Section 5. Extent of Indemnification. Irrespective of the provisions of this Article VII, the Board of Directors may at any time and from time to time, approve indemnification of directors, officers, or other persons to the fullest extent permitted by applicable law, or, if not permitted, then to any extent not prohibited by such law, whether on account of past or future transactions.

Section 6. Advancement of Expenses. Expenses incurred with respect to any claim, action, suit, or proceeding may be advanced by the Corporation (by action of the Board of Directors, whether or not a disinterested quorum exists) prior to the final disposition thereof upon receipt of an undertaking by or on behalf of the recipient to repay such amount unless he or she is entitled to indemnification.

Section 7. Purchase of Insurance. The Board of Directors is authorized and empowered to purchase insurance covering the Corporation's liabilities and obligations under this Article VII

and insurance protecting the Corporation's directors, officers, employees, or other persons.

ARTICLE VIII Conflict of Interest/Private Inurement

Section 1. Each member of the Board of Directors and/or committees shall comply with applicable private inurement laws and conflict of interest law.

Section 2. A Director is prohibited from voting on any issue where the Director has a potential conflict of interest.

Section 3. If any Director significantly participates in the development of contract specifications or standards, or in a Board discussion or decision relating to: specific terms of a contract; determination of specific standards of performance of a contract; development of Invitations for Bid (IFB), Requests for Proposal (RFP), or other such bid processes leading to a contract; or any similar discussions or decisions, then that Director and the entity represented by that Director are prohibited from:

- A. Bidding on those contracts;
- B. Supervising staff who are paid from funding awarded under such contracts;
and
- C. Receiving any direct financial benefit from any resulting contract.

Note: No corporation, partnership, firm, association, or other entity shall receive the contract if it would create a conflict of interest for the Corporation's Director who significantly participated in the manner described above.

Section 4. Upon becoming a Director and thereafter at the first meeting of the Board each year, each Director shall file a written statement of disclosure of economic interests of the Director, the Director's spouse, and immediate family members including (1) positions of

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employment for the past five (5) years; (2) for the past five (5) years all positions as a paid director, officer or agent of or for any corporations, partnership, firm, association, or other entity for which compensation, other than per diem or expenses, was received; (3) corporations, partnerships, firms, associations, or other entities in which the Director, Director's spouse, and/or immediate family members are financially interested; (4) for each entity listed under item (1), (2), or (3), a listing of any benefits or services that such entity has provided to the Board for any of its programs for fees or any benefits or services that the Board has provided to such entity for a fee, within the last five (5) fiscal years; and (5) such additional information as the Board may require. The Board may provide a form to be used in making these statements. All statements filed shall be available for inspection by any person during regular hours at the Board's administrative offices.

Section 5. If a conflict exists, additional information related to the conflict of interest must be documented by the Director, the Director's spouse, or immediate family member to include:

- A. Financial interests that are potential sources of conflict(s) of interest;
- B. Similar information concerning the Director's spouse and immediate family members if the economic interests of such spouse and/or immediate family could present a potential conflict of interest; and
- C. A full description of the potential conflict(s) of interest.

Section 6. Any Director with potential or actual conflict(s) of interest must submit a disclosure letter to the Corporation when potential conflict(s) are discovered, and if possible, before the agenda is prepared for the meeting involving the matter. If a Director discovers a conflict of interest at the meeting:

- A. The Director must verbally declare such conflict(s) of interest;
- B. The declaration must be clearly noted in the minutes; and
- C. The Director must be excused from the remainder of the discussion and the voting. Excusing a Director under this section will not effect the determination of quorum.

Section 7. Each Director is responsible for determining whether potential conflict(s) of interest exist or arise during his/her service on the Board. Directors are also responsible for reporting such potential or actual conflict(s) of interest as soon as discovered.

Section 8. If the Corporation makes a contract or purchase with a Director or an entity associated with the Director, the Director shall justify the terms and conditions of the contract or purchase to the satisfaction of the Department of Workforce Development. The justification must demonstrate that the contract or purchase was adequately bid or negotiated and that the terms of the contract or price of the purchase are fair and reasonable to the Corporation.

Section 9. The Corporation shall adopt procedures that minimize the appearance of conflict(s) of interest.

Section 10. Directors who are also WorkOne partners should not serve on any committees that deal with oversight of the WorkOne System or that allocate resources to that Director's program.

ARTICLE IX Contracts, Checks, Loans, Deposits and Gifts

Section 1. Contracts. The Board of Directors may authorize one (1) or more officers or agents of the Corporation to enter into any contract or execute any instrument on its behalf. Such authorization may be general or confined to specific instances. Unless so authorized by the

Board of Directors, no officer, agent or employee shall have any power to bind the Corporation or to tender it liable for any purpose or amount.

Section 2. Checks. All checks, drafts, or other orders for payment of money by the Corporation and all instruments of transfer of securities shall be signed in the name of and on the behalf of the Corporation by the President and Treasurer, unless otherwise directed by the Board of Directors by resolution.

Section 3. Loans. Unless authorized by the Board of Directors, no loan shall be made by or contracted for on behalf of the Corporation and no evidence of indebtedness shall be issued in its name. Such authorization may be general or confined to specific instances.

Section 4. Deposits. All funds of the Corporation shall be deposited to its credit in such bank, banks, trust companies, or other depositories as the Board of Directors may specify. Such specification may be general or confined to specific instances.

Section 5. Gifts. The Board of Directors may accept on behalf of the Corporation any gift, bequest, devise, or other contribution for the purposes of the Corporation on such terms and conditions as the Board of Directors shall determine.

ARTICLE X Amendments

The power to make, alter, amend or repeal the Bylaws is vested in the Board of Directors of the Corporation.

275339.8

Attachment J

EXECUTIVE COMPENSATION

Executive Compensation for REACH, Inc. Staff					
	Staff Person	Salary	Benefits	Bonus	Total Annual Compensation
1	Richard "Bart" Brown	\$80,000	\$7,727		\$87,727
2	Kirk Kuhn	\$65,000	\$6,983		\$71,983
3	Amy Lay	\$52,500	\$6,481		\$58,981
4	Michele Bowman	\$55,000			\$55,000
5	Carla Harsin	\$45,000	\$3,495		\$48,495

Attachment K

REACH'S (RO) ORGANIZATION CHART – Region 9

